

## **FACULTY EVALUATION INSTRUMENT**

Seminarian Name: \_\_\_\_\_  
Diocese: \_\_\_\_\_  
Class Level: \_\_\_\_\_

*In completing the evaluation, please offer specific examples when appropriate in order that feedback given to the seminarian will be constructive and unambiguous.*

- I. Formational Status
  - a. State how long have you known the seminarian
  - b. Describe your knowledge of the seminarian, *i.e.* from class, other interaction
  - c. Statement about his best area of growth
  - d. Statement about the area where most growth is needed
  
- II. Human Formation Observations
  - a. Evidence of emotional maturity
  - b. Capacity to relate to others in a positive manner; ability to get along with others
  - c. Capacity to work under authority; capacity for leadership
  - d. Capacity to accept constructive criticism
  - e. Cultivation of the natural virtues: honesty, hard work, prudence, constancy, good judgment, charity, spirit of sacrifice, humility, self-discipline
  - f. Presentation of self: hygiene, dress, manners, clean shaven, comportment in class
  - g. Professional qualities: pro-active, time management, confidence, public speaking
  
- III. Spiritual Formation Observations
  - a. Evidence of interior life in public presentation of self
  - b. Evidence of the supernatural virtues: spirit of faith, man of prayer, apostolic zeal; ability to share and talk about his faith appropriately
  - c. Concerns about tendencies inconsistent with diocesan spirituality/consecrated life
  - d. Observations about how the seminarian is growing as a man of communion
  - e. Evidence of integration of the formation pillars that promote the spiritual life
  
- IV. Intellectual Formation Observations
  - a. Engagement in coursework; consistent application of self; quality of work
  - b. Completion of assignment on time; study habits; time management
  - c. Evidence of intellectual development outside of the classroom; overall interest in learning
  - d. Adherence to Church teaching; orthodoxy
  - e. Integration of intellectual formation with overall priestly formation
  - f. Willingness to learn, be challenged by new ideas in a spirit of intellectuality  
humility
  - g. A sense of how intellectual formation is meeting the new evangelization

- V. Pastoral Formation Observations
  - a. Gives evidence and motivation for pastoral, priestly ministry
  - b. Desire to evangelize; save souls
  - c. Leadership development; articulation of acquired leaderships skills; organizational skills; working with others
  - d. Able to think outside of himself
  - e. Collaboration with women: respectful, appropriate and mature
  - f. Speaking and teaching development
  - g. Ability to preach the Word of God faithfully and competently
  - h. Gives evidence to social justice; marginalized; poor and suffering; immigrants and refugees; ecumenical and interreligious activity
  - i. Integration of other pillars of formation directed to pastoral ministry
  
- VI. Observations of a Healthy Chaste Priestly Celibacy
  - a. Evidence of his understanding of the Church's theology and vision of priestly celibacy
  - b. Growth in affective maturity: clarity of male sexual identity; evidence of spiritual fatherhood
  - c. Assessment of his ability to maintain wholesome friendships and relationships
  - d. Propriety of behavior and language
  
- VII. Observations of Priestly Obedience
  - a. Capacity to relate to those in authority; receives direction and constructive criticism
  - b. Readiness to accept decisions of superiors
  - c. Meeting expectations and deadlines; observant to community rules and life
  - d. Able to express disagreement and dissatisfaction in a constructive manner
  - e. Avoids cynicism and sarcasm when dealing with conflict
  
- VIII. Commendations for the Seminarian
  
- IX. Recommendations for the Seminarian
  
- X. Express Level of Support about Advancing the Seminarian to Next Year/Ordination

**NOTRE DAME SEMINARY  
GRADUATE SCHOOL OF THEOLOGY  
YEARLY FACULTY EVALUATION  
PRE-THEOLOGIANS AND THEOLOGIANS I - II**

Seminarian Name: \_\_\_\_\_ Class: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Diocese: \_\_\_\_\_

Formation Advisor: \_\_\_\_\_ Vocation Director: \_\_\_\_\_

Spiritual Director: \_\_\_\_\_ Bishop: \_\_\_\_\_

Degree Sought: \_\_\_\_\_ Pastoral Assignment: \_\_\_\_\_

Cumulative GPA: \_\_\_\_\_ House Responsibility: \_\_\_\_\_

I. Formational Status (one paragraph)

- a. Length of time at Notre Dame Seminary
- b. General statement about his formation: successful, challenging, unsuccessful
- c. Statement about his best area of growth
- d. Statement about the area where the most growth is needed

II. Evaluation in the Area of Human Formation (one page)

- a. Demonstrated progress and sufficient resolution of human growth issues; physical health; medications
- b. Any negative precedents in the family as to mental health, alcoholism, drug addiction
- c. Ability to moderate appetites for goods such as food, drink, and entertainment (internet, television).
- d. Evidence of emotional maturity; stress and time management
- e. Capacity to relate to others in a positive manner; ability to get along with others
- f. Cultivation of the natural virtues: honesty, spirit of hard work, prudence, constancy, firmness of convictions, spirit of sacrifice and of service; prudence, good judgment

III. Evaluation in the Area of Spiritual Formation (one page)

*There should be accountability in the external forum for seminarians' participation in spiritual exercises of the seminary and their growth as men of faith. Within the parameters of the external forum, habits of prayer and personal piety are also areas of accountability (PPF 280b).*

- a. Evidence of an interior life of prayer and reflection
- b. Evidence of the supernatural virtues: spirit of faith, love for Jesus Christ and the Church, practice and spirit of prayer; apostolic zeal; self-denial and mortification
- c. Evidence of disciplines to grow in devotion to the Holy Eucharist
- d. Evidence of being able to pray the Liturgy of the Hours

- e. Observance to the liturgical *horarium*
- f. Reported relationship to the spiritual director and regular celebration of the Sacrament of Penance
- g. Evidence of popular piety, *i.e.* rosary, spiritual reading, Divine Mercy, *etc*
- h. Concerns of any tendencies inconsistent with diocesan priestly spirituality
- i. Evident liturgical development; his sense and understanding; areas of needed growth

IV. Evaluation in the Area of Intellectual Formation (one page)

- a. Evidence of classroom interest, to apply himself consistently and produce assignments on time and of quality
- b. Assessment of time management skills and study habits
- c. Assessment of how he is meeting the academic requirements of the program and for individual courses; what courses do he struggle with and which ones does he excel in?
- d. Evidence of intellectual development outside of the classroom
- e. Evidence of his knowledge of Catholic doctrine; orthodoxy and adherence to Church teaching; firm convictions against popular ideologies, *i.e.* ordination of women, opinions regarding celibacy, morality, human sexuality, *etc.*
- f. Overall theological development in light of impending ordination

V. Evaluation in the Area of Pastoral Formation (one page)

- a. What continues to be his motivation for pastoral, priestly ministry?
- b. Evidence for the Church's mission of evangelization; desire to save souls
- c. His familiarity with the sick and suffering, the poor and marginalized, prisoners, immigrants, and refugees; sense of social justice
- d. Familiarity with ecumenical and inter-religious activity
- e. Recognition of different charisms and vocations in the Church, people of different ethnic, racial, and religious backgrounds
- f. Evidence of leadership development, organizational skills, working with others
- g. Evidence of speaking and teaching development; public presentation of self

VI. Evaluation in the Area of a Chaste Priestly Celibacy (one page)

- a. Evidence of how he has a stronger understanding of the Church's theology and vision of priestly celibacy
- b. Assessment of his growth in affective maturity considering the clarity of male sexuality identity, cultivation of spousal, generative love, and the cultivation of spiritual fatherhood rooted in the charism of celibacy
- c. Areas and dimensions of celibacy being addressed in formation

- d. Assessment of his ability to establish and maintain wholesome friendships and the ability to maintain appropriate boundaries in relationships; balanced behavior toward women; propriety of behavior
  - e. Stated ability and commitment to live life-long celibacy
- VII. Evaluation in the Areas of Priestly Obedience (one page)
- a. Give an assessment of his capacity to cooperate with those in authority, and to receive direction and constructive criticism
  - b. Readiness to accept decisions of superiors; confidence in the hierarchy of the Church; observant of rules; fulfilling community expectations
  - c. Assessment of his capacity to exercise authority, and practice fraternal correction and charity
- VIII. Presence of Defects
- a. Duplicity, selfishness, avarice, ambition, arrogance, lack of honesty
  - b. Lack of regard for celibate chastity
  - c. Difficult character, laziness, lack of responsibility, stubbornness
  - d. Socio-economic resentment; racist
  - e. Comfort seeking, concern for material advancement
  - f. Personal untidiness, excessively active, aggressiveness, hypocrisy
  - g. Pride, effeminate manner, individualism abnormal affective tendencies
  - h. Alcohol and drug abuse, addictions of any kind
- IX. Faculty Insights
- a. Commendations
  - b. Recommendations
  - c. Readiness to Advance

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Seminarian

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Date

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Formation Advisor

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Date

**NOTRE DAME SEMINARY  
GRADUATE SCHOOL OF THEOLOGY  
YEARLY FACULTY EVALUATION  
THEOLOGIANS III**

Seminarian Name: \_\_\_\_\_ Class: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_ Diocese: \_\_\_\_\_  
Formation Advisor: \_\_\_\_\_ Vocation Director: \_\_\_\_\_  
Spiritual Director: \_\_\_\_\_ Bishop: \_\_\_\_\_  
Degree Sought: \_\_\_\_\_ Pastoral Assignment: \_\_\_\_\_  
Cumulative GPA: \_\_\_\_\_ House Responsibility: \_\_\_\_\_

- I. Formational Status (one paragraph)
- a. Length of time at Notre Dame Seminary
  - b. General statement about his formation: successful, challenging, unsuccessful
  - c. Statement about his best area of growth
  - d. Statement about the area where the most growth is needed
- II. Evaluation in the Area of Human Formation (one page)
- a. Demonstrated progress and sufficient resolution of human growth issues; physical health; medications
  - b. Any negative precedents in the family as to mental health, alcoholism, drug addiction
  - c. Ability to moderate appetites for goods such as food, drink, and entertainment (internet, television).
  - d. Evidence of emotional maturity; stress and time management
  - e. Capacity to relate to others in a positive manner; ability to get along with others
  - f. Cultivation of the natural virtues: honesty, spirit of hard work, prudence, constancy, firmness of convictions, spirit of sacrifice and of service; prudence, good judgment
  - g. Any human formation defect that would prevent ordination to the diaconate
- III. Evaluation in the Area of Spiritual Formation (one page)
- There should be accountability in the external forum for seminarians' participation in spiritual exercises of the seminary and their growth as men of faith. Within the parameters of the external forum, habits of prayer and personal piety are also areas of accountability (PPF 280b).*
- a. Evidence of an interior life of prayer and reflection
  - b. Evidence of the supernatural virtues: spirit of faith, love for Jesus Christ and the Church, practice and spirit of prayer; apostolic zeal; self-denial and mortification
  - c. Evidence of disciplines to grow in devotion to the Holy Eucharist

- d. Ability to pray the entire Liturgy of the Hours after diaconate ordination
  - e. Observance to the liturgical *horarium*
  - f. Reported relationship to the spiritual director and regular celebration of the Sacrament of Penance
  - g. Evidence of popular piety, *i.e.* rosary, spiritual reading, Divine Mercy, *etc*
  - h. Concerns of any tendencies inconsistent with diocesan priestly spirituality
  - i. Evident liturgical development; his sense and understanding; areas of needed growth
  - j. Any practices or defects of spiritual formation that would prevent diaconate ordination
- IV. Evaluation in the Area of Intellectual Formation (one page)
- a. Evidence of classroom interest, to apply himself consistently and produce assignments on time and of quality
  - b. Assessment of time management skills and study habits
  - c. Assessment of how he is meeting the academic requirements of the program and for individual courses; what courses do he struggle with and which ones does he excel in?
  - d. Evidence of intellectual development outside of the classroom
  - e. Evidence of his knowledge of Catholic doctrine; orthodoxy and adherence to Church teaching; firm convictions against popular ideologies, *i.e.* ordination of women, opinions regarding celibacy, morality, human sexuality, *etc.*
  - f. Overall theological development in light of impending ordination
- V. Evaluation in the Area of Pastoral Formation (one page)
- a. What continues to be his motivation for pastoral, priestly ministry?
  - b. Evidence for the Church's mission of evangelization; desire to save souls
  - c. His familiarity with the sick and suffering, the poor and marginalized, prisoners, immigrants, and refugees; sense of social justice
  - d. Familiarity with ecumenical and inter-religious activity
  - e. Recognition of different charisms and vocations in the Church, people of different ethnic, racial, and religious backgrounds
  - f. Evidence of leadership development, organizational skills, working with others
  - g. Evidence of speaking and teaching development; public presentation of self
  - h. Ability to preach the Word of God faithfully and competently as a deacon
- VI. Evaluation in the Area of a Chaste Priestly Celibacy (one page)
- a. Evidence of how he has a stronger understanding of the Church's theology and vision of priestly celibacy
  - b. Assessment of his growth in affective maturity considering the clarity of male sexuality identity, cultivation of spousal, generative love, and the cultivation of spiritual fatherhood rooted in the charism of celibacy

- c. Areas and dimensions of celibacy being addressed in formation
  - d. Assessment of his ability to establish and maintain wholesome friendships and the ability to maintain appropriate boundaries in relationships; balanced behavior toward women; propriety of behavior
  - e. Stated ability and commitment to live life-long celibacy with impending ordination
- VII. Evaluation in the Areas of Priestly Obedience (one page)
- a. Give an assessment of his capacity to cooperate with those in authority, and to receive direction and constructive criticism
  - b. Readiness to accept decisions of superiors; confidence in the hierarchy of the Church; observant of rules; fulfilling community expectations
  - c. Assessment of his capacity to exercise authority, and practice fraternal correction and charity
- VIII. Presence of Defects
- a. Duplicity, selfishness, avarice, ambition, arrogance, lack of honesty
  - b. Lack of regard for celibate chastity
  - c. Difficult character, laziness, lack of responsibility, stubbornness
  - d. Socio-economic resentment; racist
  - e. Comfort seeking, concern for material advancement
  - f. Personal untidiness, excessively active, aggressiveness, hypocrisy
  - g. Pride, effeminate manner, individualism abnormal affective tendencies
  - h. Alcohol and drug abuse, addictions of any kind
- IX. Faculty Insights
- a. Commendations
  - b. Recommendations
  - c. Readiness to be Ordained to the Diaconate

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Seminarian

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Date

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Formation Advisor

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Date



**NOTRE DAME SEMINARY  
GRADUATE SCHOOL OF THEOLOGY  
YEARLY FACULTY EVALUATION  
THEOLOGIANS IV**

Seminarian Name: \_\_\_\_\_ Class: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_ Diocese: \_\_\_\_\_  
Formation Advisor: \_\_\_\_\_ Vocation Director: \_\_\_\_\_  
Spiritual Director: \_\_\_\_\_ Bishop: \_\_\_\_\_  
Degree Sought: \_\_\_\_\_ Pastoral Assignment: \_\_\_\_\_  
Cumulative GPA: \_\_\_\_\_ House Responsibility: \_\_\_\_\_

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  - e. Capacity to relate to others in a positive manner; ability to get along with others
  - f. Cultivation of the natural virtues: honesty, spirit of hard work, prudence, constancy, firmness of convictions, spirit of sacrifice and of service; prudence, good judgment
  - g. Any human formation defect that would prevent ordination to the priesthood
- III. Evaluation in the Area of Spiritual Formation (one page)
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  - b. Evidence of the supernatural virtues: spirit of faith, love for Jesus Christ and the Church, practice and spirit of prayer; apostolic zeal; self-denial and mortification
  - c. Evidence of disciplines to grow in devotion to the Holy Eucharist

- d. Ability to pray the entire Liturgy of the Hours after priesthood ordination
  - e. Observance to the liturgical *horarium*
  - f. Reported relationship to the spiritual director and regular celebration of the Sacrament of Penance
  - g. Evidence of popular piety, *i.e.* rosary, spiritual reading, Divine Mercy, *etc*
  - h. Concerns of any tendencies inconsistent with diocesan priestly spirituality
  - i. Evident liturgical development; his sense and understanding; areas of needed growth
  - j. Any practices or defects of spiritual formation that would prevent priesthood ordination
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- a. Evidence of classroom interest, to apply himself consistently and produce assignments on time and of quality
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  - d. Evidence of intellectual development outside of the classroom
  - e. Evidence of his knowledge of Catholic doctrine; orthodoxy and adherence to Church teaching; firm convictions against popular ideologies, *i.e.* ordination of women, opinions regarding celibacy, morality, human sexuality, *etc.*
  - f. Overall theological development in light of impending priesthood ordination
- V. Evaluation in the Area of Pastoral Formation (one page)
- g. What continues to be his motivation for pastoral, priestly ministry?
  - h. Evidence for the Church's mission of evangelization; desire to save souls
  - i. His familiarity with the sick and suffering, the poor and marginalized, prisoners, immigrants, and refugees; sense of social justice
  - j. Familiarity with ecumenical and inter-religious activity
  - k. Recognition of different charisms and vocations in the Church, people of different ethnic, racial, and religious backgrounds
  - l. Evidence of leadership development, organizational skills, working with others
  - m. Evidence of speaking and teaching development; public presentation of self
  - n. Ability to preach the Word of God faithfully and competently as a priest
- VI. Evaluation in the Area of a Chaste Priestly Celibacy (one page)
- a. Evidence of how he has a stronger understanding of the Church's theology and vision of priestly celibacy
  - b. Assessment of his growth in affective maturity considering the clarity of male sexuality identity, cultivation of spousal, generative love, and the cultivation of spiritual fatherhood rooted in the charism of celibacy

- c. Areas and dimensions of celibacy being addressed in formation
  - d. Assessment of his ability to establish and maintain wholesome friendships and the ability to maintain appropriate boundaries in relationships; balanced behavior toward women; propriety of behavior
  - e. Stated ability and commitment to live life-long celibacy with impending priesthood ordination
- VII. Evaluation in the Areas of Priestly Obedience (one page)
- a. Give an assessment of his capacity to cooperate with those in authority, and to receive direction and constructive criticism
  - b. Readiness to accept decisions of superiors; confidence in the hierarchy of the Church; observant of rules; fulfilling community expectations
  - c. Assessment of his capacity to exercise authority, and practice fraternal correction and charity
  - d. Readiness to work with a pastor, parish staff, and volunteers; readiness for rectory living
- VIII. Presence of Defects
- a. Duplicity, selfishness, avarice, ambition, arrogance, lack of honesty
  - b. Lack of regard for celibate chastity
  - c. Difficult character, laziness, lack of responsibility, stubbornness
  - d. Socio-economic resentment; racist
  - e. Comfort seeking, concern for material advancement
  - f. Personal untidiness, excessively active, aggressiveness, hypocrisy
  - g. Pride, effeminate manner, individualism abnormal affective tendencies
  - h. Alcohol and drug abuse, addictions of any kind
- IX. Faculty Insights
- a. Commendations
  - b. Recommendations
  - c. Readiness to be Ordained to the Priesthood

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Seminarian

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Date

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Formation Advisor

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Date