



**PCS SCHOLARSHIP  
Personal Reference Request**

Student Name: \_\_\_\_\_

To whom it may concern,

The above named student has applied for a PCS Scholarship which requires a letter of reference. Will you please take a moment to write a brief letter on behalf of this student? Letters of reference will be accepted from individuals who are NOT related to the student and are NOT PCS employees. Please address the following in your letter:

1. Identify yourself and your relationship to the student.
2. What is your knowledge of the student's Christian walk?
3. What have you observed of the student's character?
4. What four words best describe this student? Include an example where you have witnessed this student exhibiting at least one of those traits.
5. Sign and date your letter.

**Please DO NOT include the student's name in your letter;** rather, enclose this cover sheet with your response and send it directly to the following address, to be received no later than **Wednesday, April 2, 2025.**

Portland Christian Schools  
Scholarship Committee  
12425 NE San Rafael St.  
Portland, OR 97230

Thank you for investing your time and effort to help this student acquire a Christian education!

Sincerely,

The PCS Scholarship Committee