

STATEMENT OF REFERENCE FOR ADMISSION TO THE STUDIES PROGRAMS - 2012

Instructions to faculty member or other person referring the student: Please complete this form (in lieu of a written letter of recommendation), and place it in a sealed envelope with your signature over the seal. Then return it to the student to turn in with his or her application packet. **PLEASE PRINT AND SIGN.**

Applicant's name: _____

How do you know the applicant: _____

RECOMMENDATION:

Please circle the word that best describes your assessment of the applicant in the following areas:

Attendance:

Excellent Good Average Fair Poor Don't know

Punctuality:

Excellent Good Average Fair Poor Don't know

Ability to cooperate with co-workers:

Excellent Good Average Fair Poor Don't know

Ability to communicate verbally:

Excellent Good Average Fair Poor Don't know

Ability to communicate in writing:

Excellent Good Average Fair Poor Don't know

Responsibility:

Excellent Good Average Fair Poor Don't know

Enthusiasm:

Excellent Good Average Fair Poor Don't know

Initiative (is the applicant self-motivated):

Excellent Good Average Fair Poor Don't know

Other comments (if needed or desired): _____

Your name: _____ Email Address: _____

Title: _____ Institution or Business: _____

Signature: _____ Date: ____/____/____