

DEPENDABILITY		INITIATIVE	
Always punctual, very conscientious and dependable in all things.	5	Demonstrates enthusiasm, self-starter.	5
	4		4
Usually punctual.	3	Average enthusiasm, sometimes needs encouragement, tends to look for easier tasks.	3
	2		2
Poor in punctuality, not reliable.	1	Does just enough to get by, seldom finishes tasks begun.	1

DECISION MAKING ABILITY		COMMUNICATION SKILLS	
Makes decisions quickly and intelligently, able to weigh pros and cons to make the right decision.	5	Communicates well with others, outgoing positive attitude.	5
	4		4
Usually makes the best decision after some thought, sometimes uncertain.	3	Hesitant and sometimes uncomfortable in communicating with others.	3
	2		2
Unable to set priorities, often changes mind, unsure of self.	1	Shy, reserved, keeps to self, avoids confrontations.	1

Please rate the applicant as if you were responsible for the position this person would fill:

- Would definitely hire/accept
- Would probably hire/accept
- Would hire/accept with reservations
- Would hire/accept as a last resort
- Would not hire/accept

1. Relationship to applicant _____
2. How long have you known the applicant? _____
3. How well do you know the applicant? Very well Fairly well Slightly
4. If you have other information that you feel would be significant to the Admissions Committee in the evaluation of this applicant, please provide that information (include an extra page if needed.)

Signature _____
Date

Print Name _____
Occupation

Address