

INITIATIVE		PERSONAL APPEARANCE	
Demonstrates high enthusiasm, self-direction, motivation, task completion and problem-solving skills, a self-starter	5	Consistently follows dress code, attire is neat, clean and fits properly, hair/beard/mustache kept neat and clean	5
	4		4
Typically shows enthusiasm, sometimes needs encouragement to complete tasks	3	Generally, follows dress code, typically well groomed	3
	2		2
Lacks self-motivation, does just enough to get by, tasks not always completed	1	Inconsistent in personal appearance, disregards dress code	1
DECISION MAKING ABILITY		QUALITY OF PERFORMANCE	
Makes decisions quickly and intelligently, able to weigh pros and cons to make the right decision	5	Requires minimum supervision, tasks are completed with high attention to detail, closely following instructions	5
	4		4
Usually makes the best decision after some thought, sometimes uncertain	3	Requires some supervision, tasks completed with minor corrections or improvements	3
	2		2
Unable to set priorities, unsure of self, often unable to make decisions or changes mind	1	Needs direct supervision, makes frequent errors, inconsistently follows directions	1

Please rate the applicant as if you were responsible for an employment position this person applied for:

- 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. Type of reference/relationship to applicant? Employment Academic Personal

2. How long have you known the applicant? _____

3. How well do you know the applicant? Very well Fairly well Slightly

Please feel free to provide additional information that you believe would be helpful to the Admissions Committee in the evaluation of this applicant's performance and potential. Thank you for your time and valuable input.

Print Name

Address

Occupation

Signature

Date

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