



# Student Staff Team Application 2010-2011

## REFERENCE SHEET

The Family Educational Rights and Privacy Act of 1974 opens any student records for the student's inspection. The law also permits the student to sign a waiver relinquishing the right to inspect letters of recommendation. The Residential Life Team applicant's signature below constitutes a waiver. No signature means the student will have the right to read this reference. If you wish to write a confidential reference you should so inform the student who can then decide to either sign the waiver or seek another reference.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

1. \_\_\_\_\_  
Applicant's Name
2. \_\_\_\_\_  
Number of years you have known applicant
3. Your relationship to applicant: Faculty \_\_\_\_ Staff \_\_\_\_ Employer \_\_\_\_  
Other (please explain) \_\_\_\_\_
4. If you were in a position to do so, would you employ this applicant? Yes \_\_\_\_ No \_\_\_\_

The following skills are important for a Residential Life team member to possess. *Please check the rating you feel best describes the candidate's abilities in each area.*

	Excellent	Above Average	Average	Below Average	Poor	N/A
Leadership						
Creativity						
Motivation						
Dependability						
Attitude						
Customer Service						
Diversity Awareness						
Teamwork						
Organizational & Time Management						

Please write an evaluation of the applicant in the space provided on the reverse side describing to the best of your ability why you feel that this applicant is qualified for the position for which they are applying. Feel free to use an additional sheet of paper if necessary.

