

Personal Recommendation

ADULT UNDERGRADUATE PROGRAMS

To the Applicant

Please complete the information in the next box and then forward this recommendation form to the person who will be completing it for you. The recommender must not be a relative.

Name: _____

Mailing Address: _____

Home Phone _____ Cell Phone _____

E-Mail: _____

I am willing to waive my right of access to see this recommendation (Family Education Rights and Privacy Act of 1974), knowing that this waiver is not required as a condition for admission.

Applicant's Signature _____

Date _____

The applicant named above has applied to Bethlehem College. We are excited by the applicant's interest. The applicant has given us your name as a friend who knows him/her well and will give an honest appraisal of his/her character and gifts. Thank you for your willingness to assist us in this way.

How long have you known the applicant?

Are you related to the applicant? ☐ Yes ☐ No

How would you characterize the applicant's spiritual maturity?

What characteristics do you consider to be the greatest strengths of the applicant?

What characteristics do you consider to be the greatest weaknesses or talents of the applicant?

Describe the applicant's home relationships. Is spouse/family supportive of the applicant's enrollment in a full-time college program?

Please evaluate the applicant in the areas below:

COOPERATION Consider willingness to work with people in various capacities, loyalty.	Outstanding	When Convenient	Indifferent	Unwilling	Not Observed
INTELLECTUAL CUROSITY	Inquisitive	Engaged	Lacks Motivation	Disinterested	Not Observed
EMOTIONS Consider reactions in various situations when stress is likely.	Well Balanced	Fairly Well Balanced	Easily Depressed or Elated	Unresponsive	Not Observed
INITIATIVE Consider ability to see things to do, resourcefulness, assertiveness.	Seeks Additional Tasks	Willingly Does More Than Expected	Does Assigned Tasks	Needs Prodding	Not Observed
JUDGMENT & COMMON SENSE Consider ability and foresight in decisions of everyday situations (including prioritizing competing demands, etc).	Sound Decisions	Fair Decisions	Poor Decisions	Lacks Ability	Not Observed
LEADERSHIP Consider ability to lead others.	Consistently a Leader	Usually a Leader	Leads Occasionally	Seldom/Never Leads	Not Observed
PERSONALITY Consider mannerisms and appearance, general impression on others.	Well Liked	Accepted	Tolerated	Rejected	Not Observed
RELIABILITY Consider dependability, willingness, and consistency.	Conscientious	Usually Reliable	Erratic	Unreliable	Not Observed
INFLUENCE Consider both positive and negative influence on others.	Unusually Wholesome Influence	Consistently Good Influence	Varying Influence	Unable to Communication Clearly	Not Observed
COMMUNICATION SKILLS Consider ability to present thoughts with logic and clarity	Outstanding	Good	Has Difficulty	Unable to Communicate Clearly	Not Observed
Additional comments on any of the above:					

Can you conscientiously recommend this applicant for admission to Bethlehem College?

☐ Yes, with confidence

☐ Yes, with the following reservation(s):

☐ No (please elaborate)

Signature: _____

Date: _____

Church Name: _____

Title: _____

Address: _____

City, State, Zip: _____

Phone: _____

E-Mail: _____

Please return this recommendation in the envelope provided. Thank you for your assistance.