

### To the Applicant

Please complete the information in this box and forward this recommendation form to the educator who will be completing it for you.

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

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 & Seminary (BCS) and we are excited by his/her interest. Your candid and thorough evaluation is invaluable in the decision-making process. Please feel free to include any information on the candidate that you feel is pertinent, and remember that your prompt appraisal will help to assure full consideration. Thank you for your willingness to assist him/her and us in this way.

How long have you known the applicant?

Are you related to the applicant? ☐ Yes ☐ No

In what course(s) have you taught the applicant?

Has the applicant caused any problem(s) in your course(s)? ☐ Yes ☐ No If yes, please explain.

How would you rate the applicant's potential for college success (consider academic ability and maturity)?

☐ Excellent ☐ Good ☐ Fair ☐ Poor

### Please rate the applicant in the areas below

<b>COOPERATION</b> Consider willingness to work with people in various capacities, loyalty.	Outstanding	When Convenient	Indifferent	Unwilling	Not Observed
<b>EMOTIONS</b> Consider reactions in various situations when stress is likely.	Well Balanced	Fairly Well Balanced	Easily Depressed or Elated	Unresponsive	Not Observed
<b>INITIATIVE</b> Consider ability to see things to do, resourcefulness, assertiveness.	Seeks Additional Tasks	Willingly Does More Than Expected	Does Assigned Tasks	Needs Prodding	Not Observed
<b>JUDGMENT &amp; COMMON SENSE</b> 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 Communicate Clearly	Not Observed
COMMUNICAITON SKILLS Consider ability to present thoughts with logic and clarity	Outstanding	Good	Has Difficulty	Unable to Communicate Clearly	Not Observed
STUDY SKILLS	Well Disciplined, completes work in advance	Somewhat undisciplined but completes work on time	Sometimes work is late and quality limited	Easily distracted; has difficulty completing work	Not Observed
RESPECT FOR AUTHORITY Consider attitude toward authority figures, rapport with others	Honors Those in Authority	Generally Respectful	Critical	Disrespectful	Not Observed
Additional comments on any of the above:					
Give a brief summary of the individual, explaining any particular strengths and weaknesses.					

Can you conscientiously recommend this applicant for admission to the Degree Completion Program at Bethlehem College?

☐ Yes, with confidence

☐ Yes, with the following reservation(s):

☐ No (please elaborate)

\_\_\_\_\_

\_\_\_\_\_

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

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Please return this reference in the envelope provided. Thank you for your help.

Bethlehem College Admissions | 720 13<sup>th</sup> Ave S | Minneapolis, MN 55415 | 612-455-3420 | admissions@bcsmn.org