



First Year Mentor Reference

Applicant Name: _____

Banner ID: _____

I request that _____ complete this form as a reference in support of my application for a First Year Mentor position at LTU. Under the provision of the Family and Educational Rights and Privacy Act,

_____ I retain my right of access to this reference (I want to see this form once completed).

_____ I waive my right of access to this reference (I give up my right to view this form).

Applicant's Signature _____

Date _____

In completing this reference, please indicate an appraisal of such characteristics as: willingness to accept responsibility, maturity, leadership, communication skills and sensitivity. Please add comments as needed.

SA: Strongly Agree A: Agree N: No Opinion D: Disagree SD: Strongly Disagree

SA A N D SD

1. The applicant is a positive influence within a group. _____

2. The applicant is tactful in manner and speech. _____

3. The applicant uses good judgment when making decisions. _____

4. The applicant is dependable and reliable. _____

5. The applicant accepts criticism in a positive manner. _____

6. The applicant is comfortable working within a dynamic and unpredictable environment. _____

7. The applicant is assertive and capable of confronting situations appropriately _____

SA: Strongly Agree **A:** Agree **N:** No Opinion **D:** Disagree **SD:** Strongly Disagree

SA **A** **N** **D** **SD**

8. The applicant has a good understanding of the interests and needs of other people.

9. The applicant possesses a strong work ethic.

10. The applicant is open to interacting with others who have diverse views and lifestyles.

Recommendation (check one and please add comments):

_____ I **recommend** this person for a First Year Mentor position.

_____ I **do not recommend** this person for a First Year Mentor position.

Because...

Please return this form by **5:00 pm February 12, 2010** to:

Gladys M. Avilés
First Year Programs Coordinator
21000 West Ten Mile Road
Southfield, MI 48075
Phone: 248.204.4122
Fax: 248.204.3518

Reference Name: _____

Reference Address: _____

How do you know the applicant? _____

How long have you known the applicant? _____

Reference Signature: _____

Date: _____

*Thank you for taking the time to complete this recommendation.
Please contact Gladys Avilés with questions or suggestions.*