This form is to be completed by an employer, supervisor, or someone acquainted with the applicant’s character and professional and scholastic readiness for entrance in an accelerated Degree Completion Program.

Applicant’s Name___________________________________________

Part I: As defined by the Family Educational Rights and Privacy Act of 1974: (check one)

______ I want this reference to remain confidential: that is, I wish to waive my right of access to this reference after it is received by DCP office.

______ I want this reference to be NON-confidential: that is, I wish to retain my right of access to this reference

Applicant’s Signature_________________________ Date_______

Part II-Evaluation Checklist

How well do you know the applicant?     _____  ____     _____

Casually Well Very Well

How long have you known the applicant?____________

In what capacity have you known the applicant?____________

Please rate the applicant on the following characteristics.

<table>
<thead>
<tr>
<th></th>
<th>Below Average</th>
<th>Average</th>
<th>Good</th>
<th>Excellent</th>
<th>Cannot Judge</th>
</tr>
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<tbody>
<tr>
<td>Desire to learn</td>
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<td>Motivation for re-entering college</td>
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<td>Emotional stability</td>
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<td>Initiative</td>
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<td>Cooperation</td>
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<tr>
<td>Responsibility</td>
<td></td>
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</tbody>
</table>
Part III: Please give an appraisal of the applicant describing outstanding strengths or weaknesses as they would relate to entering an accelerated degree completion program. Please use the space below to comment on the recommendation you have made and add any other information which could be beneficial to us in considering this applicant for admission. Use a separate sheet if necessary.

The applicant is:   _____highly recommended   _____ recommended,
_____recommended/reservations   _____not recommended

Signature_______________________________ Date______________________
Print Name______________________________ Telephone (      )____________
Organization____________________________ Position___________________
Address______________________________________________________________
(street)   (city/state)  (zip code)