



Credential Services • Madera Hall 2900 • One University Drive • Camarillo, CA 93012 • (805) 437-8953 • credential.assistant@csuci.edu

APPLICANT – Please complete the following:

Name: _____ CSU Channel Islands Student ID: _____

Address: _____

The Family Education Rights and Privacy Act of 1974 gives you the right to inspect and review your education records. You may waive this right of access to individual letters of recommendation, in which case such recommendations will be considered confidential and will not be available to you. *Waiver: I hereby waive my right to review this recommendation in support of my application to the School of Education at CSU Channel Islands.*

Applicant’s signature: _____ Date: _____

The applicant named above is seeking admission to the Masters of Art in Educational Leadership, Higher Education Program at CSU Channel Islands. CSU Channel Islands seeks to admit individuals who demonstrate the personal and professional potential to become highly successful leaders in higher education committed to improving the learning environment and experience for all students. Academic skills, standards of moral and ethical behavior, and a commitment to work on behalf of all college students are essential prerequisites for success. Please give us your assessment of the applicant based on the criteria in this confidential recommendation form.

Name of Reference: _____ Position: _____

Signature: _____ Date: _____

Address: _____ Phone: _____

Instructions: Please complete both sides of this form; written reference on the front and rating form on the back. Once complete, please return to applicant in a sealed and signed envelope.

Written Reference:

Please check the number for each item that best indicates your assessment of the applicant. The scale ranges from 5 (outstanding ability) to 1 (definite limitation).

| | HIGH | | | LOW | | NOT OBSERVED |
|---|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| | 5 | 4 | 3 | 2 | 1 | 0 |
| 1. Establish and maintain relationship with peers | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Works well with persons from diverse backgrounds | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Comments: | | | | | | |
| 3. Works well with a team | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Works independently | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Demonstrates intellectual curiosity | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Works conscientiously | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Comments: | | | | | | |
| 7. Handles stress well | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Adheres to ethical standards of behavior | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Accepts extra responsibility | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Shows ability to accept feedback | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Comments: | | | | | | |
| 11. Speaks effectively | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. Writes effectively | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Comments: | | | | | | |
| 13. Shows leadership potential | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. Shows professional promise | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Comments: | | | | | | |
| 15. Overall Endorsement | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Comments: | | | | | | |