

# Recommendation Form

Name of applicant: \_\_\_\_\_  
(First name) (Middle) (Last name)

## Applicant Use Only

The individual who is completing this recommendation of me has my permission to release any information about me regarding my suitability for Radiologic Technology.

Student Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

### I. Evaluator's Relationship

- A. In what capacity have you known the applicant? \_\_\_\_\_
- B. How long have you known the applicant? \_\_\_\_\_
- C. How well do you know the applicant? \_\_\_\_\_

### II. Applicant Ranking (Circle the appropriate rating for the following areas)

#### Communication Skills

- 5 Empathic and communicative with others
- 4
- 3 Hesitant and sometimes uncomfortable to communicate
- 2
- 1 Inconsiderate and incommunicative
- NC Unable to evaluate

#### Initiative

- 5 Demonstrates enthusiasm and seeks difficult tasks
- 4
- 3 Satisfactory, sometimes opts for easier tasks
- 2
- 1 Does just enough to get by, seldom finishes task begun
- NC Unable to evaluate

#### Decision Making Ability

- 5 Makes decision quickly but intelligently, able to weigh pros and cons and make the right decision
- 4
- 3 Usually makes the best decision after some thought, sometimes uncertain
- 2
- 1 Unable to set priorities, often changes mind, unsure of self
- NC Unable to evaluate

#### Cooperation

- 5 Enthusiastically helps others, does task without complaining
- 4
- 3 Does what is assigned but seldom shows interest beyond that task
- 2
- 1 Argumentative with supervisor, prefers to do things his/her own way
- NC Unable to evaluate

#### Quality of Performance

- 5 Requires minimum supervision, almost always accurate
- 4
- 3 Performance is reviewed with minor corrections for improvement
- 2
- 1 Careless, makes frequent errors, needs direct supervision
- NC Unable to evaluate

**II. Applicant Ranking (continued)** (Circle the appropriate rating for the following areas)

**Personal Appearance**

- 5 Careful about personal appearance; good taste in dress
- 4
- 3 Generally neat and clean, somewhat more casual than would prefer
- 2
- 1 Sloppy, looks totally out of place for the expected role
- NC Unable to evaluate

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**Stability**

- 5 Tactful, even tempered, acts responsibly and tolerates pressure well
- 4
- 3 Sometimes irritated and confused, usually remains calm
- 2
- 1 Goes "to pieces" under pressure, loses temper easily, becomes a complainer
- NC Unable to evaluate

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**Dependability**

- 5 Always punctual
- 4
- 3 Usually punctual
- 2
- 1 Frequently tardy
- NC Unable to evaluate

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**III. Narrative**

Describe everything that you feel the Admissions Committee should know about the character, ability or the background of this applicant if not already addressed, or specific reasons why you have judged him/her as you have. (Include extra pages if you wish.)

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**IV. Summary**

What is your personal impression towards having this applicant in a responsible position under your direction.

- Definitely would want him/her
- Would want him/her
- Would be satisfied to have him/her
- Would prefer not to have him/her
- Definitely would not want him/her
- Unable to evaluate

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**V.** Please complete and return to the applicant in a sealed envelope with your signature across the flap.

**To Be Completed by Reference Only**

Please indicate which statement is your preference regarding the release of this information to the applicant. Indicate with an X.

Applicant **may** see this reference information.

Applicant **may not** see this reference information.

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

Address \_\_\_\_\_ Occupation \_\_\_\_\_