

## Reference Form for Entry into the College of Education Graduate Programs Armstrong Atlantic State University

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**TO BE FILLED OUT BY STUDENT:**

Applicants Name: \_\_\_\_\_  
Please type or print:                      Last    First    Middle

Date of Birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_    Student ID # \_\_\_\_ - \_\_\_\_ - \_\_\_\_

Check one:  I waive my right to view the completed form.     I do not waive my right to view the completed form.  
.....

**TO BE FILLED OUT BY REFERENCE:**

Name of Reference: \_\_\_\_\_  
Please type or print.                      Last    First    Middle

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

Job Title: \_\_\_\_\_ Telephone: \_\_\_\_\_

Relationship    Length of time you  
to Applicant: \_\_\_\_\_ have known applicant: \_\_\_\_\_

*Please place a **check mark** in the box that best represents your opinion of the applicant's character and/or attitudes.*

Disposition	Always	Usually	Seldom	Never	Unknown
Demonstrates ethical behaviors					
Works well without direct supervision					
Communicates clearly and effectively both orally and in writing					
Accepts correction / constructive criticism					
Acts to make changes following correction / constructive criticism					
Demonstrates sensitivity to human diversity					
Solves problems effectively					
Perseveres when engaged in difficult tasks					
Demonstrates appropriate social skills and gets along well with others					
Demonstrates an appropriate work ethic (is punctual, prepared, completes work as directed.)					
Accepts responsibility for assignments and sees them through to completion					
Copes well in stressful situations					
Collaborates effectively with others to reach mutual goals					
Accepts and is comfortable in leadership roles					
Works well with parents					

**Please continue to the back of this form.**

Please return completed form to:

Graduate Enrollment Services, Armstrong Atlantic State University, Victor Hall 2<sup>nd</sup> Floor,  
11935 Abercorn Street, Savannah, GA 31419-1997. Telephone: 912.344.2798 Fax: 912.344.3488

