

## Appendix D

### Outside or Personal Recommendation

Student: \_\_\_\_\_ Relationship to Student: \_\_\_\_\_

This student has applied for an internship through Workplace Learning Connection. Would you please help the selection process by providing the following information about this student?

	Excellent	Above Average	Average	Needs Improvement
Student demonstrates dependability and is conscientious of timely follow-through				
Student communicates well with others				
Student works productively with others				
Student demonstrates initiative and self-direction				
Student demonstrates accountability by meeting expectations				

Student's Strengths:

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Student's Areas for Improvement:

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Other Comments:

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

Name (printed): \_\_\_\_\_ Organization/Business: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_