

REFERENCE FORM

APPLICANT'S NAME _____

INSTRUCTIONS TO APPLICANT

Please fill in your name above. The person you choose as a reference should complete the bottom portion of this form. They must return the completed form to you in a sealed envelope for you to include with your Application for Admission or have the reference mail this form directly to the Admissions Office. Acceptable references include past or current teachers, employers or supervisors, significant mentors and other professional or educational contacts. Friends and family members are not acceptable. You may submit up to three references.

INSTRUCTIONS TO REFERENCE

This information will be kept confidential. Please complete the following and return this form to the applicant in a sealed envelope with your signature written across the seal of the outside back flap or mail directly to the Admission's Office. Use additional paper if necessary.

Reference's Name _____ Daytime phone _____

Address _____ E-mail _____

City _____ State _____ Zip _____

How do you know the applicant? Please include company or school name if applicable.

How long have you known the applicant? _____

Describe the applicant's work habits as you know them.

Based on your knowledge of the applicant, please evaluate the applicant in the following categories:

Artistic Ability:	poor	below average	average	above average	excellent	N/A
Academic Ability:	poor	below average	average	above average	excellent	N/A
Leadership Skills:	poor	below average	average	above average	excellent	N/A
Communication Skills:	poor	below average	average	above average	excellent	N/A
Character:	poor	below average	average	above average	excellent	N/A
Self Motivation & Work Ethic:	poor	below average	average	above average	excellent	N/A

Do you have any other comments you feel would help Watkins make an admissions decision about this applicant?

Signature _____ Date _____