

Letter of Recommendation

A Student Government Association Officer is responsible for student leadership, student issues, and providing for the welfare of the St. Thomas University community. It is the responsibility of each respective Officer to represent the student body, speak on their behalf and provide leadership to better serve their constituency. The purpose of this reference form is to help the Student Government Association better understand how the applicant is perceived and how well his or her skill sets will translate into an effective Student Government Association Officer. In completing this survey, it is encouraged to include comments to help clarify applicants for elections. Efforts in individual responses are greatly appreciated.

Name of Faculty/Staff Member: _____

Faculty/Staff Member E-mail Address: _____

Name of Applicant: _____ Time Known: _____

For the following questions please fill in the response that best represents your choice:

1-Not Applicable 2-Poor 3- Needs Improvement 4-Satisfactory 5-Good 6-Excellent

Question	1	2	3	4	5	6
How well does the applicant communicate and interact with others?						
How well does the applicant function in a team effort?						
How well would you characterize the applicant's ability in adapting to change?						
How does the applicant handle any stressful situation?						
How would you describe the applicant's organizational skills?						
How would you describe the applicant's attention to detail?						

In your opinion, what are the applicant's strengths?

What are the applicant's weakness/limitations/areas for improvement?

Can you provide examples of a task or tasks that the applicant successfully completed?

Is there anything that you would like to add that would assist us in our preliminary decision?

Signature: _____ Title: _____

**Please return this completed form to: Student Government Association*