

RECOMMENDATION FORM

SCHOOL OF NURSING

Instruction: To be filled out and signed by Professor or Supervisor from place of employment. Recommendation form should be sent by the person making the recommendation and will not be accepted from students.

Name of applicant: _____

Your relationship to the applicant (circle one): Professor Supervisor

How long have you known the applicant? _____

Instructions: For each item, please indicate how you would rate the applicant by placing a “X” in the column on the right of the statement that best describes your rating.

*****Submit the form electronically** to kfrett@uvi.edu (OEK) or damalia.simmonds@uvi.edu (AAS) no later than September 30.

Meets Responsibilities (Course or Knowledge of Work):

- 1) **How successful do you believe the applicant was/is in meeting the responsibilities as your student or employee?**

<u>Rating</u>	<u>Description</u>
	Extremely successful: Demonstrates strong experience with the subject matter. Confidently discusses issues and ideas.
	Acceptably successful: Demonstrates familiarity with the subject matter but requires some study for full mastery.
	Somewhat successful: Does not display a good working knowledge of the subject matter; needs considerable study.
	Unacceptable Displays little or no understanding of the subject matter
	Unable to evaluate: Insufficient knowledge or expertise to evaluate.

Communication Abilities:

2. How effective do you believe the applicant was/is able to communicate?

<u>Rating</u>	<u>Description</u>
	Extremely effective: Speaks clearly in small or large groups. Has good command of English language. Is organized, articulate and engaging. Communicates ideas effectively. Answers questions clearly and concisely.
	Acceptably effective: Speaks quite clearly and is organized, but lacks style at times to engage listeners in the subject matter. May be verbose but still makes the point. Answers to questions may lack clarity.
	Somewhat ineffective: Difficult to follow because of lack of command of the English language and/or failure to organize ideas. Fails to make concrete points. May speak too quickly, drone on, and fail to answer questions.
	Unacceptable: Is inarticulate, difficult to understand and/or so poorly organized as to be almost or totally unintelligible. Unable to understand or answer questions. Unable to carry on a discussion.
	Unable to evaluate: Insufficient knowledge or expertise to evaluate.

Interpersonal Skills:

3. How effective do you believe the applicant was/is able to relate with others?

<u>Rating</u>	<u>Description</u>
	Extremely effective: Is approachable. Comfortably interacts with new people. Easily engages in conversation. Makes eye contact. Shows good listening skills. Displays confidence in expressing opinions. Listens respectfully to opinions of others. Shows strong interest in others. Strong potential to contribute to a positive environment.
	Acceptably effective: Interacts with others in a reasonably comfortable manner, but may show some reticence or unease. May not exchange opinions easily, either by not listening well or not confidently expressing own ideas. Shows moderate interest in others. Has potential to contribute to a positive environment but needs encouragement
	Somewhat ineffective: Has a hard time interacting with others. Shows unease or reserve. Makes little eye contact. May do better in one-on one conversation than in larger groups. Does not express opinions easily. Does not listen well. Shows little interest in students. Has little potential to contribute to a positive environment.
	Unacceptable: Interacts poorly with others. Makes no eye contact. Expresses opinions forcefully, or not at all. Does not respect opinions of others or cannot respond to them. Does not engage in easy conversation. Shows no interest in others. Shows no potential to contribute to a positive environment.
	Unable to evaluate: . Insufficient knowledge or expertise to evaluate.

Professionalism

4) How would you rate the applicant on professionalism?

<u>Rating</u>	Description
	Extremely professional: Consistently maintains professional accountability in various situations. Displays professionalism when expressing opinions. Listens respectfully to opinions of others. Shows strong interest in others. Strong potential to contribute in a positive professional environment.
	Acceptably professional: Interacts with others in a professional manner but may show some reticence or unease. May not maintain professionalism easily, either by not listening well or not professionally expressing own ideas. Has potential to contribute to a positive professional environment but needs encouragement
	Somewhat professional: Has a hard time maintaining professionalism. Shows unease or reserve. Does not consistently express opinions in a professional manner. Does not listen well. Has little potential to contribute to a positive professional environment.
	Unacceptable: Lacks professionalism. Expresses opinions forcefully, or not at all. Does not respect opinions of others or cannot respond to them. Does not engage in professional conversation. Shows no potential to contribute to a positive professional environment.
	Unable to evaluate: Insufficient knowledge or expertise to evaluate.

Please comment on the applicant’s strengths, areas for improvement, as well as concerns you may have:

Overall, I find this applicant to be Highly Acceptable: _____ Acceptable _____ Marginal _____
Not acceptable _____ for this global learning experience.

Name: _____

Signature: _____

Date: _____

SON: December 2022