

Questions on the internship Faculty Reference Form

These are the questions that your faculty reference will answer in the Faculty Reference Form. Do NOT give this to your faculty reference. Give the internship coordinator the name of your reference and they will send the faculty person an electronic form to complete.

1. How long have you known this student and in what capacity?
2. Do you recommend the student for an internship?
[Yes/no/maybe]
3. In just a sentence or two, please explain your recommendation decision.
4. In the next section, you will rate the student on a collection of skills. To whom will you be comparing your students? (e.g., other CJ majors, all CJ seniors, UWT undergraduates, etc.)
5. Please rate the student in question on the following skills.
[Scale: Below average, Average, Above average, Exceptional, Cannot assess]
 - Demonstrates empathy
 - Communicates constructively
 - Respects others' perspectives
 - Interacts respectfully with you, the instructor
 - Interacts respectfully with peers
 - Writes effectively
 - Receives constructive feedback well
 - Demonstrates openness to learning new things
 - Critically reflects on social problems
 - Follows directions well
 - Demonstrates good time management
6. Please discuss any concerns you have about this student participating in an internship.