



(Applicant: Last name, First name above)

Engineering Research Center for Revolutionizing Metallic Biomaterials  
Research Experiences for Teachers (Non-Residential)  
ERC RMB RET Summer 2016  
NC A&T State University  
June 27 – August 5, 2016

**Professional Reference Recommendation Form (To be completed by your principal or 2 supervisors)**

**Instructions** (Please type or print neatly)

**1. Applicant Pre-fills Recommendation Form with Applicant Information:**

- a. The applicant fills out his/her information below along with the name of the Recommender. Also, the applicant checks the appropriate waiver selection.
- b. The applicant prints out the form then signs and dates the form in the area provided.
- c. The applicant distributes the form to the recommender.

**2. Recommender fills and Completes Form:**

- a. The recommender fills and completes the form and attaches a recommendation letter as requested.
- b. Once the form is completed, the recommender provides his/her signature and dates the recommendation.

**3. Recommender Submits Form In Sealed and Signed Envelope:**

- a. To applicant to mail, "OR",
- b. To ERC-RMB directly to: **Research Experiences for Teachers (RET), c/o Vernal G. Alford III, Industrial and Systems Engineering Department, North Carolina Agricultural and Technical State University, 1601 East Market Street, Greensboro, NC 27411.**

**Information below is to be completed by applicant**

Direct questions to: Vernal G. Alford III at [vga3@ncat.edu](mailto:vga3@ncat.edu).

Applicant: First Name	Middle Name	Last Name	
Recommender: First Name	Last Name		
Recommender: Mailing Address	City	State/Country	Zip
Recommender: email Address			

**Waiver of access to evaluation**

Yes, I DO waive my rights to access this evaluation.  No, I DO NOT waive my rights to access this evaluation.

My signature below authorizes the recommender to provide a recommendation on my behalf.

Signature of applicant	Date (mm/dd/yyyy)
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(Applicant: Last name, First name above)

**Applicant is to complete below for the Recommender**

Recommender: First Name Middle Name Last Name

**The Recommender completes the following:**

The members of the ERC-RMB RET application committee are interested in your perspectives of the applicant's personal and academic capabilities. The information you provide will assist the committee members with choosing applicants. We are grateful for your time and assistance.

Recommender Title/Position E-mail Address Phone

Recommender Mailing Address City State/Country Zip

**Background Information:** For how long have you known this applicant and in what capacity?

**Applicant Ratings**

Please rate this applicant compared to others with his/her background.

<i>Academic</i>	No Ability to Judge	Below Average	Average	Good	Excellent	Outstanding
Academic Success	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Intellectual Ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Written Expression	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Creative Qualities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Academic Involvement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<i>Character/ Personality Traits</i>	No Ability to Judge	Below Average	Average	Good	Excellent	Outstanding
Respect for Others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leadership/Influence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Self-Confidence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Self-Discipline	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Character and Integrity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Potential for Growth	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Responsibility to Commitments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Attach Letter of Recommendation on Letterhead**

In your recommendation letter, please address the extremes in your ratings above. Please provide concrete examples for your highest rating in both the "Academic" and "Character/Personality Traits" categories. Next, provide concrete examples for your lowest rating in both the "Academic" and "Character/Personality Traits" categories. Finally, include in your letter any other aspects you feel would enable us to genuinely evaluate the applicant.

**Evaluation:** Overall, I recommend this applicant

Not at all      With reservations      Fairly strongly      Strongly      Enthusiastically

Your signature indicates that all information on this form is factually true and honestly presented and that you are the person submitting this form.

Signature of Recommender \_\_\_\_\_ Date \_\_\_\_\_