Recommendation Form

_____(applicant’s name) agrees to waive all rights to view or challenge the content of this recommendation. The recommendation is a confidential document between the writer and Heartland Community College.

<table>
<thead>
<tr>
<th>How does the applicant compare to their peers?</th>
<th>Below Average</th>
<th>Average</th>
<th>Good</th>
<th>Very Good</th>
<th>Excellent</th>
<th>Unknown</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>0 – 40%</td>
<td>40–60%</td>
<td>60–85%</td>
<td>85–95%</td>
<td>95–100%</td>
<td>Unknown</td>
</tr>
</tbody>
</table>

ACADEMIC ABILITY

- Commitment to academics
- General knowledge
- Verbal communication skills
- Written skills
- Analytical skills
- Creativity in coursework

PERSONAL ATTRIBUTES

- Dependability/Responsibility
- Time management
- Maturity
- Attitude
- Team player
- Independence
- Social skills
- Adaptability/Flexibility
- Empathy for others
- Leadership potential
- Self-motivation/initiative

---over---
How long have you known the applicant? _____________________________________
In what context, do you know the applicant?

Please elaborate on the student’s academic ability and/or involvement in activities. Information regarding the student’s suitability for community service would be most helpful.

Signature of Person Completing Form

Date

School/Organization Affiliation

Title

Please return this form **before April 1st** to:

Heartland Community College, Community Scholars Program, SCB 2406, 1500 West Raab Road, Normal, IL 61761