



## Letter of Recommendation

### Applicant/Student Information

Applicant/Student's Name: \_\_\_\_\_ ID# \_\_\_\_\_

**Evaluation** *(Please complete this form or include the following information on your own letterhead or form.)*

1. How long have you known the applicant? \_\_\_\_\_
2. Relationship to Applicant? Teacher    RC Faculty/Staff                      Advisor    Employer    Other \_\_\_\_\_
3. Please rate the applicant on the following characteristics:

	Excellent	Above Average	Average	Below Average	Poor	Unknown
Attendance						
Commitment/Interest in Program						
Dependability						
Genuine interest in learning						
Integrity						
Leadership						
Responsibility						
Service to Community & Others						
Teamwork						

4. Please give specific details as to what you know about the applicant's scholastic achievement, interest and commitment to their particular program, involvement with school, home, employment and/or community activities, life experiences that have influenced personal growth, financial need, and any other factors you consider relevant to the applicant. Please attach additional information on a separate sheet of paper.

Reference's Name: \_\_\_\_\_ Company: \_\_\_\_\_

Title/Occupation: \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please make additional copies of this form as needed.  
 Please return the completed form to the student for inclusion in his/her application materials or mail to:  
 Ridgewater College Foundation, 2101 15<sup>th</sup> Ave NW, Willmar, MN 56201 Phone: 320-222-6095  
 Email: sheila.saiko@ridgewater.edu