

# Mayville State University

## Recommendation - RN to BSN Program

This section to be completed by the applicant:

The Family Educational Rights and Privacy Act (FERPA) is a Federal law that protects the privacy of the student. FERPA gives students certain rights with respect to their education record and guarantees students the right to inspect and review the education records. Failure to sign will constitute the student's right to inspect and review this recommendation.

☐ I do waive      ☐ I do not waive my right to inspect the contents of the following recommendation.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Applicant's name \_\_\_\_\_  
First Name
Middle Name
Last Name

### TO BE COMPLETED BY THE PERSON SERVING AS A REFERENCE (Please Print)

Name \_\_\_\_\_ Position \_\_\_\_\_

Place of employment \_\_\_\_\_ Business Phone \_\_\_\_\_

Length of time you have known applicant: from \_\_\_\_\_ to \_\_\_\_\_

Please state in which capacity and how long you have known the applicant \_\_\_\_\_

Place a check by one statement in each category that *best* represents this applicant:

<p><b>1. Integrity and honesty</b></p> <p><input type="checkbox"/> Often lacks authenticity and honesty in work and actions.</p> <p><input type="checkbox"/> Displays integrity of work and actions through promise keeping, truth telling, authenticity, and honesty.</p> <p><input type="checkbox"/> Not able to evaluate.</p>	<p><b>4. Written communication skills</b></p> <p><input type="checkbox"/> Unable to express ideas clearly in writing.</p> <p><input type="checkbox"/> Expresses ideas logically and succinctly in writing most of the time.</p> <p><input type="checkbox"/> Outstanding in the written expression of ideas.</p> <p><input type="checkbox"/> Not able to evaluate.</p>
<p><b>2. Intellectual curiosity and innovativeness</b></p> <p><input type="checkbox"/> A follower; accepts things as they are.</p> <p><input type="checkbox"/> Intellectually curious, frequently generates new ideas.</p> <p><input type="checkbox"/> Not able to evaluate.</p>	<p><b>5. Oral communication skills</b></p> <p><input type="checkbox"/> Inarticulate; ideas not presented clearly.</p> <p><input type="checkbox"/> Articulate fairly well but order of ideas is not always logical.</p> <p><input type="checkbox"/> Articulates ideas clearly and logically.</p> <p><input type="checkbox"/> Not able to evaluate.</p>
<p><b>3. Compassion</b></p> <p><input type="checkbox"/> Lacks compassion and ability to respond with sensitivity and caring for others.</p> <p><input type="checkbox"/> Compassionate and responsive to others' needs and ideas.</p> <p><input type="checkbox"/> Not able to evaluate.</p>	<p><b>6. Response to stressful situations</b></p> <p><input type="checkbox"/> Has difficulty proceeding constructively.</p> <p><input type="checkbox"/> Self-controlled and proceeds constructively.</p> <p><input type="checkbox"/> Not able to evaluate.</p>

<b>7. Teamwork / collaboration</b> <input type="checkbox"/> Does not participate towards group goals. <input type="checkbox"/> Critical, complains, and interferes with goal attainment. <input type="checkbox"/> Effective as a leader/member in assisting toward goal attainment. <input type="checkbox"/> Not able to evaluate.	<b>9. Problem solving</b> <input type="checkbox"/> Indecisive, needing frequent cues to develop solutions. <input type="checkbox"/> Decisive, applying information, choosing best solutions in appropriate formats with minimal cues. <input type="checkbox"/> Not able to evaluate.
<b>8. Reliability</b> <input type="checkbox"/> Inconsistent, unreliable and frequently tardy with obligations. <input type="checkbox"/> Completes obligations with frequent reminders. <input type="checkbox"/> Meets obligations independently most of the time. <input type="checkbox"/> Not able to evaluate.	<b>10. Accountability</b> <input type="checkbox"/> Unable to accept responsibility for own behavior; projects blame or makes excuses. <input type="checkbox"/> Accepts personal responsibility for own behavior. <input type="checkbox"/> Not able to evaluate.
<b>My overall evaluation of this person as an applicant is:</b> <input type="checkbox"/> Strongly recommend <input type="checkbox"/> Recommend <input type="checkbox"/> Recommend with reservation <input type="checkbox"/> Do not recommend <input type="checkbox"/> Undecided <i>Additional comments may be appended. Thank you.</i>	
Briefly explain any decision other than "Strongly recommend" or "Recommend."	
Signature _____ Date _____	

**\*References must be submitted in sealed envelope, with signature of reference source across the seal, or may be emailed by reference source directly to [Shannon.skovlund@mayvillestate.edu](mailto:Shannon.skovlund@mayvillestate.edu) in the Division of Mathematics, Science, and BSN Nursing Program.**

**Please mail signed and sealed references to:**