REFERENCE FORM

Student applicant: Please fill out Section I on two forms. Then give one of these forms to a supervisor reference and one of these forms to a personal reference to complete.

Section I (to be completed by student applicant)

Last Name ___________________ First Name ___________________ Telephone number ___________________

Student applicant, check one of the following statements.
I do ____ waive my right to review the completed Reference Form.
I do not ____ waive my right to review the completed Reference Form.
This waiver choice will not influence the University admission decision.

___________________________________
Student Applicant Signature

Please request a Reference Form be filled out by a supervisor reference and a personal reference.
Check the appropriate reference for this form: _____supervisor    ____personal

Section II (to be completed by the person responding to the reference appraisal)

General appraisal: Check one line per item.

<table>
<thead>
<tr>
<th>Character</th>
<th>Superior</th>
<th>Good</th>
<th>Average</th>
<th>Poor</th>
<th>Unknown</th>
</tr>
</thead>
<tbody>
<tr>
<td>Verbal communication</td>
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<td>Written communication</td>
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<td>Industriousness</td>
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<td>Task completion</td>
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<td>Intelligence</td>
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<td>Dependability</td>
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<td>Leadership skills</td>
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<td>Scholarship</td>
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<td>Work ethic</td>
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<td>Professional success</td>
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</tbody>
</table>

In a college program, I believe this person’s work may be:
_____ superior     ____above average     ____ average     ___met with some difficulty

In a college degree completion program, the person is:
_____ recommended     _____recommended with reservations     ____not recommended

Fill in next page.
Section III (to be completed by the person responding to the reference appraisal)

A. Identify two specific strengths of this individual.
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

B. Provide reasons for this person’s success in the college degree completion program.
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

C. Identify any concerns that may hinder this person completing a bachelor’s degree.
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Signature of reference provider: __________________________ date __________________________

Print name __________________________ Telephone number __________________________

Address __________________________

Please check one. This is a: _____ work reference _____ personal reference (non-family member)

Length of time known this person: __________________________

What is your relationship to the applicant? __________________________

Thank you for providing this reference. RETURN THIS FORM BY MAIL TO:

Asbury University
Adult Professional Studies
One Macklem Drive
Wilmore, KY 40390