Applicant

Tutoring Area/Position

This form must be completed and returned to:

Center for Academic Student Achievement
Mary and Jeff Bell Library 216
6300 Ocean Drive Unit 5701
Corpus Christi, TX 78412-5701

Person completing form __________________________________________ Title _______________________

The applicant named above is a candidate for a tutoring, Supplemental Instruction, or staff position at the Center for Academic Student Achievement. CASA is committed to providing academic support services to aid students in reaching their educational goals and succeeding in the University environment. We would appreciate your assistance in completing this reference form as candidly as possible.

How long and in what capacity have you known the applicant?

Please rate the following items: 1-Not Observed  2 -Poor  3-Fair  4-Good  5-Excellent

________ 1. Desire to relate to students

________ 2. Initial impression he/she makes on other students

________ 3. Awareness and involvement in subject matter

________ 4. Class performance

________ 5. Sense of responsibility

________ 6. Willingness to help faculty, students, and staff.
7. Applicant's ability to communicate effectively
8. Responds appropriately to feelings and reactions of others
9. Competency in organizing and completing tasks
10. Ability to work in groups
11. Ability to work with individuals one on one
12. Ability to assist people in unpleasant situations
13. Ability to relate to authority
14. Knowledge of university resources and services
15. Ability to represent TAMU-CC with a positive attitude

Additional Comments:

I recommend the applicant without reservation.

I recommend the applicant but have these reservations:

I have substantial doubts about the applicant's ability to be an effective employee at the Center for Academic Student Achievement

Signature ___________________________  Date ___________________________