The applicant below is applying for acceptance to the LWP Invitational Summer Institute. As part of the selection process, each applicant is asked to provide us with confidential references. Your reply will be considered strictly confidential. We appreciate your prompt attention in completing this form and returning it to us at the above address at your earliest convenience.

Name of Applicant: ______________________________ School: _______________________

Name of Reference: ______________________________ Title/Position: __________________

TO APPLICANT: To assure unbiased ratings, we ask that you waive your right to access to this form. To do so, please sign the statement below.

I agree for this reference to be confidential, and by signing and dating the waiver of access below, I waive any right of access to this reference.

Signature: ________________________________ Date: _____________

Please rate the applicant using the following scale:
1 – Outstanding  2 – Above Average  3 – Average  4 – Below Average  N – not observed

___ Writing Skills (Participants should be able to write clear, correct, effective prose.)

___ Punctuality (Participants need to show up on time for all sessions.)

___ Responsibility (Participants should read required materials and prepare adequately for their presentations.)

___ Leadership (Participants may lead workshops or engage in other leadership activities after the Institute.)

___ Professionalism (Participants will represent the LWP in other forums.)

___ Communication Skills (Participants should be effective communicators, both orally and in writing.)

___ Teaching (Participants should be outstanding classroom teachers.)

___ Collegiality (Participants should work well with others in group activities.)

___ Openness to New Ideas (Participants should be willing to consider new ideas for the classroom.)

___ Willingness to Share Ideas (Participants will be asked to share their ideas with others.)

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

How many times have you seen the applicant teach?  __ 0  __ 1-2  __ 3-5  __ more than 5

Additional Comments:

_________________________ ________________________
Signature of reference Date ref/gen