

**Salve Regina University
Student Mentor Recommendation Form**

To be completed by applicant:

Name _____

Phone Number _____

Under the Family Rights and Privacy Acts of 1974, students enrolled at Salve Regina University have access to letters of recommendation. However, students may waive their right to see their recommendations, whereupon the letters will be held in confidence. If the applicant does not waive their right, the person recommending should be advised that the applicant might later request to see the letter.

_____ I have retained my right to access this recommendation.

_____ I have waived my right of access to this recommendation.

Student's signature _____ Date _____

To be completed by the person recommending this student:

Name _____ Title _____

Address _____ Tel# _____

1. How long and in what capacity have you known the applicant?
2. Please list three characteristics that you would consider to be the applicant's greatest strengths relevant to the Mentor Position.
3. Please list two areas that you feel the applicant would most need to develop relevant to the Mentor Position.
4. Please assess the applicant in the areas listed below using the following scale:
 - 5 - Excellent, superior knowledge
 - 4 - Above Average, strong knowledge
 - 3 - Average, some knowledge
 - 2 - Below Average, limited knowledge
 - 1 - Poor, no knowledge
 - UJ - Unable to Judge

_____ Approachability	_____ Responsible	_____ Willingness to grow
_____ Listening Ability	_____ Team Player	_____ Organized
_____ Awareness of Differences	_____ Peer Respect	_____ Personal Maturity
_____ Trustworthiness	_____ Leadership Skills	_____ Adaptability
_____ Co-leadership skills	_____ Diplomacy	_____ Creativity
_____ Flexibility	_____ Concern for Others	_____ Level of Problem Solving

5. How would you rate the applicant's overall potential to be a future Mentor? Please circle one:

- 4 Recommendation without reservation
- 3 Recommend strongly with few reservations
- 2 Recommend with several reservations
- 1 Do not recommend

Please feel free to add additional comments on the back.

Thank you for your assistance with the Student Mentor Selection Process. Please return the recommendation to Duchang, First Year Experience Coordinator, McAuley Room 225 no later than March 19, 2009.