

Please distribute these forms to your references.
Please include a stamped envelope addressed to:

The Graduate School
University of North Florida
4567 St. Johns Bluff Rd, South
Honors Hall, Room 1351
Jacksonville, FL 32224

Please check and sign one of the following:

_____ I give permission for this information to remain
confidential and not made available to me.

_____ I reserve the right to view this information.

Applicant's Signature

UNIVERSITY OF NORTH FLORIDA
Reference Form for Applicant to the Educational Leadership Program

Name of Applicant: _____

Phone Number: _____ Work Number: _____

Address: _____

City, State, Zip: _____

Name of Reference: _____

Title: _____

Address: _____

City, State, Zip: _____

Phone Number: _____ Work Number: _____

NOTE TO REFERENCE: Please give thoughtful evaluation of the above applicant. Use the blank spaces to indicate strong and/or weak difficulties in the applicant. The information you supply will be extremely valuable in evaluating the applicant's potential as a prospective graduate student in educational leadership.

1. How long have you known the applicant? FROM: _____ TO: _____

2. Please indicate the situation in which you know or knew the applicant:

3. Please assess the following characteristics of the applicant on a four-point scale as indicated below:

1 = low, bottom 50% **2 = average, top 50%** **3 = above average, top 25%** **4 = high, top 10%**

	Low			High
Intellectual independence.....	1	2	3	4
Interest in persons as people (humanistic).....	1	2	3	4
Knowledge of elementary or secondary students.....	1	2	3	4
Realistic understanding of his/her own students.....	1	2	3	4
Ability to learn, change, and grow.....	1	2	3	4
Ability to establish effective relationships.....	1	2	3	4
Capable of expressing ideas clearly: orally.....	1	2	3	4
Capable of expressing ideas clearly: written.....	1	2	3	4
Ability to organize thoughts and materials.....	1	2	3	4
Overall ability as a teacher.....	1	2	3	4
Originality, resourcefulness, versatility.....	1	2	3	4
Acceptance of responsibility.....	1	2	3	4
Tact and ability to work with peers.....	1	2	3	4
Overall potential to be a principal or supervisor.....	1	2	3	4

4. Please feel free to provide additional comments regarding this applicant's ability and potential as a school leader. Use additional pages if necessary.

Signature / Date