



NAME OF APPLICANT _____ **STUDENT ID #** _____

SIGNATURE _____ **DATE** _____

The individual named above has applied for a Bridge Office Assistant position at Mt. San Antonio College. The Interview Committee places great importance on the recommendation of college faculty members and others qualified to render judgment on the applicant's leadership potential and character. In addition to this form, please provide a letter addressing the bullet points listed below.

PLEASE PRINT OR TYPE:

Your Name _____ **Title** _____

College or Company Name _____

Telephone Number _____ **Email:** _____

How long have you known the applicant? _____

In what capacity? _____

In comparison with other students you have known, how would you rate this applicant with respect to the following qualities:

	<i>Below Average (Bottom 1/3)</i>	<i>Average (middle 1/3)</i>	<i>Good (Top 1/3)</i>	<i>Outstanding (Top 5%)</i>	<i>Inadequate opportunity to observe</i>
Intellectual ability					
Maturity					
Ability to work with others					
Written skills					
Oral skills					
Responsibility					
Adaptability					
Organization					
Ability to follow directions					

Please provide a letter of recommendation addressing any of the following topics that may apply to this applicant, as this position entails being a student employee who will represent both the Bridge Program and the college as a whole:

- Leadership potential and abilities (positive and negative)
- Teamwork
- Taking initiative
- Potential success as an Office Assistant
- Any additional comments that may be helpful as we consider this student's application

Overall, you: strongly recommend recommend this student
 recommend with reservations not recommended

Signature: _____ **Date:** _____