## APPLICATION FOR INTERNSHIP FACULTY RECOMMENDATION FORM

Student: Ask an MC faculty member who knows you well, and with whom you have completed at least one for-credit course.

PLEASE TYPE OR PRINT CLEARLY						
- This section must be completed by the student <u>before</u> the faculty member fills out the bottom section -						
,	onian Institution	Other:				
Name of student:		M-Number:				
(Last) (First)	(M.I.)					
Phone Number:						
I have taken the following course(s) with the faculty member writing this recommendation:						
Course(s)  Date(s)						
I understand that this recommendation will be confidential.						
Student signature: Date:						
- This section to be completed by the faculty member - Your candid evaluation should reflect your assessment of the student's potential success as an intern. Please evaluate the student on the following characteristics, with 1 as the lowest rating, and 5 as the highest rating, by placing an X next to the appropriate number.						
	Lowest				Highest	
1. Reliability (attendance, meeting deadlines)	1	2	3	4	5	
2. Intellectual Curiosity	1	2	3	4	5	
3. Interpersonal Skills/Participation	1	2	3	4	5	
4. Analytical/Reasoning Skills	1	2	3	4	5	
5. Writing Skills	1	2	3	4	5	
6. Initiative	1	2	3	4	5	
7. Suitability to Represent Montgomery College	1	2	3	4	5	
8. Ability to Benefit from Internship	1	2	3	4	5	
Faculty signature: Date:						
Please print your name:						

<u>Please attach a letter of recommendation on MC letterhead</u>, detailing your support for this student as an internship candidate. The curators, librarians, researchers, and other staff will consider your recommendation carefully when deciding whether this student would be a suitable member of their work team.

Email this completed form and your recommendation letter (on MC Letterhead) to:

Michelle Moran, PPHI Internship Coordinator, at <a href="michelle.moran@montgomerycollege.edu">michelle.moran@montgomerycollege.edu</a>