



NICOLET COLLEGE  
FOUNDATION

SCHOLARSHIP RECOMMENDATION FORM

**Applicant:** Fill in your name and ask an instructor, counselor, employer, clergy or other reference (non-relative) to complete the form. Your scholarship application will not be considered unless a recommendation form is received. It is recommended that you provide your reference with an envelope to return the completed form to you or directly to the Foundation. Ask your reference how they plan to return this form. If a reference gives you a form in a sealed envelope, marked “confidential,” you are not to open it. Please allow your reference adequate time to complete the form. It is your responsibility to make sure your reference completes this form in time. In compliance with the Federal Family Education Rights and Privacy Act of 1974, Nicolet College is restricted from disclosing certain information from your student records. Your signature below means you grant permission for Nicolet College to disclose information about your performance and potential.

\_\_\_\_\_  
**Student’s Signature**

\_\_\_\_\_  
**Date**

**Reference:** Complete this form and, if possible, return it directly to the student. It is easier for the student to be able to turn their application and recommendation in together by the **deadline of March 12, 2013**. Recommendations are extremely important when awarding scholarships. The absence of this form will constitute an incomplete application and disqualify the candidate. Feel free to add any additional comments under each category if you wish. If you do not wish to have the student read your recommendation, please submit in a sealed envelope and write “Confidential” along the seal.

**Applicant Name** (please print) \_\_\_\_\_ **Program** \_\_\_\_\_

Please check the appropriate box	Outstanding 5	Very Good 4	Good 3	Average 2	Poor 1	Unknown 0
<b>Academic Progress or Personal Activities</b> (grades and/or quality of work)						
Comments						
<b>Attendance/Reliability</b> (class attendance and/or dependability)						
Comments						
<b>Attitude/Cooperation</b> (relationship with others)						
Comments						
<b>Communication Skills</b> (ability to express ideas)						
Comments						

Please check the appropriate box	Outstanding 5	Very Good 4	Good 3	Average 2	Poor 1	Unknown 0
<b>Leadership and/or Critical Thinking Skills</b> (ability to lead and influence and/or judgment/evaluation)						
Comments						
<b>Motivation</b> (initiative, resourcefulness, self-starter)						
Comments						
<b>Potential for Success</b> (ability to set and achieve goals)						
Comments						
<b>Work Habits/Organizational Skills</b> (ability to plan, manage, and execute)						
Comments						
<b>Teamwork</b> (respect diversity, opinions of others)						
Comments						

\_\_\_\_\_ **Total Points** (for office use)

Reference Name \_\_\_\_\_

Title/Relationship \_\_\_\_\_

Reference Signature \_\_\_\_\_

Date \_\_\_\_\_