



Recommendation Form for Operation Helping Hands Service Trip
January 2012

DUE
Thursday
October 14, 2011

This section to be completed by trip candidate

Candidate Name _____

In an effort to comply with Public Law 93-380, commonly referred to as the Buckley Amendment, the student/candidate is asked to complete the information below. With regard to the consideration of my candidacy for the Campus Ministry Institute, I request that this reference be (please check one):

_____ Confidential (open only to Ministry Staff) _____ Open (I may review)

Signature _____ Date _____

This section to be completed by evaluator

This form is for your use in offering input on candidates for The Operation Helping Hands Service Trip to New Orleans. During their time on this trip the applicant will be performing physical labor in service of others in the process of rebuilding their homes following Hurricane Katrina. The applicant will also be participating on other service and social activities throughout the eight day trip.

Please complete the following as honestly as possible based on this description and your experience with the candidate. Thank you for your time and consideration.

How long have you known the candidate? _____

In what capacity have you known the candidate? _____

Please select the appropriate response based on your interactions:

<i>Quality / Skill</i>	<i>Outstanding</i>		<i>Average</i>		<i>Poor</i>	<i>No basis to observe</i>
Character Reflective of Immaculata's Mission	5	4	3	2	1	N/A
Leadership Abilities	5	4	3	2	1	N/A
Teamwork / Collaboration	5	4	3	2	1	N/A
Sense of Responsibility	5	4	3	2	1	N/A
Innovative Thinking	5	4	3	2	1	N/A
Resourceful	5	4	3	2	1	N/A
Self Motivation	5	4	3	2	1	N/A

Please see reverse

Overall recommendation:

___ Highly Recommend

___ Recommend

___ Recommend with Reservations

___ Do Not Recommend

Additional Comments:

Contact Information and Signature:

Name _____

Title/Position _____

Email _____

Phone _____

Signature _____

Date _____

Please return this form to:

Immaculata University Campus Ministry
On Campus Terrace DeChantal Hall
Off Campus PO Box 513
Immaculata, PA 19345

Fax 610-407-9754

Questions?
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