

**SALINE COUNTY CAREER CENTER
PRACTICAL NURSING PROGRAM**

900 WEST VEST
MARSHALL MO 65340
660-886-6958 Office
660-886-3092 Fax

Name of applicant (Print)

I hereby authorize you to issue any information you may have regarding my services and character and to hereby unconditionally release you from all liability for any damage whatsoever which might result from furnishing this information.

Check (DO) or (DO NOT) below to indicate whether or not you are willing to waive (give up) your right to view this letter or recommendation. If (DO) is checked, you will not be allowed to see this letter:

I (DO) (DO NOT) WAIVE THE RIGHT TO REVIEW THIS REFERENCE

Applicant's Signature *(If not signed by applicant, we will consider the review waived.)*

Date

The above named person has applied for admission to the Saline County Career Center Program of Practical Nursing. Please check the box that most clearly describes the applicant.

What is your relationship to this applicant? Employer Supervisor Former or Current Instructor
 School Counselor Volunteer Coordinator Other-*please specify*. _____

How long have you known applicant? < 1 yr 1-3 yr 5 or more

May we call you if questions arise? Yes No

Recommendation: **Outstanding applicant** – Would feel comfortable having this person provide nursing care to my family.
 Average applicant – Should be able to complete studies and provide safe care to my family.
 Does not recommend- Shows little promise, would not allow this person to care for my family.

Signature

Position

Date

Printed Name

Address

Telephone

SCCC PN Reference

Applicant's Name _____	Meets and/or exceeds the expectation of being successful in becoming a nurse		Does not meet the expectation of being successful in becoming a nurse.		
	<i>Outstanding</i>	<i>Average</i>	<i>Below average</i>	<i>Substandard/Marginal</i>	<i>No Basis to Judge</i>
	4	3	2	1	
Adaptability - displays flexibility in adapting to changing conditions.					
Appearance -displays grooming that is neat and appropriate					
Attendance -regular in attendance and consistently punctual					
Communication - relates concepts and ideas in a tactful manner using correct grammar and spelling					
Decision Making -demonstrates a strong ability to identify, analyze and solve problems					
Dependability - accepts responsibility and meets deadlines					
Disposition -displays positive and friendly attitude					
Emotional Stability - effectively handles pressure, stress and anxiety.					
Interpersonal Relationships - works harmoniously and effectively with others					
Leadership - projects self-confidence, authority and enthusiasm					
Learning Ability - shows eagerness and capacity to learn					
Moral Character -truthfulness , displays sense of right vs. wrong					
Motivation -self starter, strong sense of purpose					
Organization - prepares and accomplishes tasks independently and unsupervised					
Response to constructive criticism -corrects problem without emotional response.					

* **This section is required, please comment on the qualifications that you have rated above.**

Comments:
