# *STUDENT ASSOCIATION MERIT AWARD COMMUNITY SERVICE*

## Confidential Recommendation Form – **Due March 2, 2018**

**INSTRUCTIONS FOR STUDENT APPLICANT:**

STUDENT NAME:

1. Enter your name above.
2. Save this document with the title: **Last Name\_Recommendation** (e.g., Smith\_recommendation.docx)
3. Forward this document to the individual who is submitting your recommendation.
4. If the person is unable to complete the document electronically, you may print the document for him/her.

**INSTRUCTIONS FOR FACULTY/STAFF MEMBER COMPLETING RECOMMENDATION:**

1. The student who requested that you complete this form is applying for a merit award to be awarded by the Student Association. Selection is generally based on academic achievement, personal motivation, contribution to college life and leadership quality.
2. Please complete and e-mail this recommendation form to krebban@geneseo.edu.

NAME: TITLE:

ADDRESS: PHONE:

How long have you known the applicant?

In what capacity?

Please rate (x) the applicant in the following categories relative to other students you have known:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Outstanding | Excellent | Good | Fair | Poor | Unable to judge |
| Academic achievement: |  |  |  |  |  |  |
| Contribution to college life: |  |  |  |  |  |  |
| Demonstrated leadership abilities: |  |  |  |  |  |  |
| Personal motivation and direction: |  |  |  |  |  |  |
| Overall rating: |  |  |  |  |  |  |

**Comments: (Please note, you may attach a separate sheet if you prefer.)**