

# STUDENT APPLICANT RECOMMENDATION

## ICC DIESEL POWERED EQUIPMENT TECHNOLOGY PROGRAM

Student Applicant Name: \_\_\_\_\_ Date: \_\_\_\_\_

Evaluator Name: \_\_\_\_\_

**NOTE: Recommendations from immediate relatives will not be accepted.**

Relationship to Applicant: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
AREA CODE

### INSTRUCTIONS TO THE EVALUATOR: Circle the number which best aligns with the applicant's behavior.

1 = Strongly Disagree    2 = Seldom    3 = Could Be Improved    4 = Almost Always    5 = Always    6 = Unable to Assess

#### WORK ETHIC:

Reports to work/school when scheduled ..... 1    2    3    4    5    6  
 Gives advanced notice of tardiness or absence ..... 1    2    3    4    5    6  
 Dresses appropriately and well groomed ..... 1    2    3    4    5    6

#### COMPREHENSION SKILLS

Demonstrates appropriate technical knowledge ..... 1    2    3    4    5    6  
 Grasps instructions quickly and is willing to ask questions ... 1    2    3    4    5    6  
 Accesses and interprets written instructions or information .. 1    2    3    4    5    6

#### COMMUNICATION SKILLS

Uses appropriate vocabulary and expressions ..... 1    2    3    4    5    6  
 Expresses ideas verbally to coworkers, classmates, and/or customers ..... 1    2    3    4    5    6  
 Completes forms, reports, homework, and other documents appropriately ..... 1    2    3    4    5    6

#### MATH SKILLS

Makes correct calculations ..... 1    2    3    4    5    6  
 Applies analytical logic to accomplish tasks ..... 1    2    3    4    5    6

#### PERSONAL VALUES

Shows initiative and expresses enthusiasm ..... 1    2    3    4    5    6  
 Accepts individual differences ..... 1    2    3    4    5    6  
 Works well with others without reservation ..... 1    2    3    4    5    6

#### WORKS COLLABORATIVELY:

Cooperates with supervisors/teachers/coworkers/classmates . 1    2    3    4    5    6  
 Demonstrates leadership when appropriate ..... 1    2    3    4    5    6  
 Accepts suggestions/criticism ..... 1    2    3    4    5    6  
 Makes personal sacrifices for the betterment of the business/classroom ..... 1    2    3    4    5    6

#### TECHNICAL SKILLS

Demonstrates expected level of technical skill ..... 1    2    3    4    5    6  
 Demonstrates appropriate level of productivity ..... 1    2    3    4    5    6  
 Mistakes fall into acceptable range ..... 1    2    3    4    5    6

#### CONTINUED LEARNING

Desires to increase knowledge required of job/career ..... 1    2    3    4    5    6  
 Demonstrates intellectual ability to advance in chosen career . 1    2    3    4    5    6

#### KNOWLEDGE-BUILDING SKILLS

Makes good decisions ..... 1    2    3    4    5    6  
 Thinks independently ..... 1    2    3    4    5    6  
 Adapts to change within the work/classroom environment ... 1    2    3    4    5    6

#### SOCIETY VALUES

Demonstrates characteristics of an ethical person ..... 1    2    3    4    5    6  
 Displays concern for, and willingness to assist, others ..... 1    2    3    4    5    6  
 Participates in extracurricular community-based activities ... 1    2    3    4    5    6

In your opinion, explain why this individual is deserving of acceptance into the ICC Diesel Powered Equipment Technology Program.

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Mail this completed form in a sealed envelope, with your signature across the back flap of the envelope,

to: Diesel Powered Equipment Technology  
 Illinois Central College  
 1 College Drive, East Peoria, IL 61635

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Evaluator's Signature