

# 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: \_\_\_\_\_ Area Code: \_\_\_\_\_ Email: \_\_\_\_\_

### 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  
attn: Jeff Gardner  
Illinois Central College  
1 College Drive, East Peoria, IL 61635

X

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Evaluator's Signature