

The University of Montana Western

CAREER SERVICES

Recommendation For: _____

Please check one:

Non-Confidential Information

Please check one or both if applicable:

Education

	Superior	Good	Average	Fair	Poor	No Opportunity to Observe
JUDGEMENT						
RESPONSIBILITY						
KNOWLEDGE						
PREPARATION						
ENTHUSIASM						
COMMUNICATION SKILLS						
RAPPORT WITH OTHERS						
ABILITY TO ACCEPT SUGGESTIONS						
ATTENDANCE						
PUNCTUALITY						
POISE						
PROFESSIONAL APPEARANCE						
PROBABLE PROFESSIONAL SUCCESS						

SAMPLE

Please Make a Specific Supplementary Statement (print or type in black ink)

The University of Montana Western is in compliance with the Family Educational Rights and Privacy Act of 1974 (referred to as the "Buckley Amendment") and the Montana Privacy Act. Briefly, these laws establish specific guidelines concerning the release of information and the students' privilege to inspect and review their own educational records. However, students have the option to establish confidential or non-confidential files.

Written by: _____

Title: _____

Address: _____

Phone: _____

Date: _____

Signature: _____