School of Communication and Multimedia Studies

Faculty Recommendation Form for Communication Internship Course

______________________________________________________________________________

To the Faculty Recommender: Please email this form directly to the internship supervisor or place it in a sealed envelope in the supervisor’s faculty mailbox in Communication.

Date: ______________________

Applicant’s Name: ________________________________________________________________

Faculty Recommender’s Name/Email: ________________________________________________

Recommender’s Academic Area:

Communication Studies / Multimedia Journalism / Film, Video and New Media

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How long have you known the applicant and in what capacity?

How many classes has the applicant had with you, if any? How well did they do? (A student, B student, C student etc.)

What other interaction have you had with the applicant (advising, extracurricular etc.)?

Please rate the applicant on the following to the best of your ability:

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<th>Excellent</th>
<th>Very Good</th>
<th>Good</th>
<th>Fair</th>
<th>Poor</th>
<th>Cannot Evaluate</th>
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<td>Work ethic/task completion</td>
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<td>Verbal communication skill</td>
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<td>Written communication skill</td>
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Punctuality/deadline compliance
Congeniality and collegiality
Responsibility
Academic integrity
Leadership ability

Does the applicant have any other qualities, or past experience, that would make them a strong candidate for the internship course?

Do you have any reservations about the student undertaking an internship at this time?

Additional comments?

Recommendation level: Highly recommend: ____ Recommend: ____ Recommend with reservations: ____ Don’t recommend: ____

Signature: ________________________________ Date: __________________________