



## Professional Reference

### Applicant:

Please complete the top section of this form and ask a supervisor or co-worker to complete the reference section. Please ask the reference to return the form to you in a sealed and signed envelope or to email a signed scanned copy directly to [teamsandinterns@childvoiceintl.org](mailto:teamsandinterns@childvoiceintl.org).

One professional reference must be submitted to complete the application.

### Applicant Information

Name \_\_\_\_\_

Current Address \_\_\_\_\_

\_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

You have the legal right to access this reference. Please check the correct box and sign below.

- I waive my right to access this recommendation.
- I do not waive my right to access this recommendation

Signature \_\_\_\_\_ Date \_\_\_\_\_

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### Reference:

The ChildVoice International short-term missions program provides an opportunity for people to serve and learn from war-torn communities. To succeed the applicant must have a high degree of personal motivation. He/she must also be flexible and demonstrate an ability to work with people of different social, religious, and cultural backgrounds in a respectful manner. With these challenges the applicant's ability to contribute to a healthy team environment is critical. Therefore we greatly encourage your candid review of the applicant so that we are able to best provide an enriching and positive experience.

The person's application will not be reviewed until this form is received; therefore, we kindly request that this form be submitted in a timely manner.



**Reference Information**

Name \_\_\_\_\_ Title \_\_\_\_\_

Institution \_\_\_\_\_ Department \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

If necessary, may we contact you with further questions regarding the applicant?  
\_\_\_\_\_ Yes \_\_\_\_\_ No

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

In comparison with other students you have known, please rate the applicant on the following characteristics:

	Excellent	Good	Average	Poor	Unknown
Writing Ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oral Expression	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Academic Initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Works well with Peers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Responds well to Instruction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Respectful of Differing Opinions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Responsibility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Flexibility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Good Judgment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Handles Stress Effectively	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Copes with Ambiguous/ Uncomfortable Situations Effectively	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I would enjoy having the applicant participate in a group of which I was responsible.  
\_\_\_\_\_ Yes \_\_\_\_\_ No

Please comment on the student's ability and general suitability for this internship.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



In your professional opinion, are there any reasons why this student may not be suitable for this internship?

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Additional comments you believe to be helpful in making an informed review of the applicant are welcomed.

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- I, without any reservation, strongly recommend the applicant.**
- I recommend the applicant.**
- I, with some reservation, recommend the applicant.**
- I do not recommend the applicant.**

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Thank you for your time and honest review of the applicant.**