

**Prairie View A&M University
Ph.D. in Educational Leadership**

Reference Evaluation
(Please Type or Print)

Applicant _____ SSN _____

In compliance with the Texas Open Records Law and the Federal Educational Rights and Privacy Act of 1974, I may view this reference evaluation upon written request. I hereby waive this right.

Yes ___ No ___

Signature of Applicant: _____ Date: _____

Name of Reference _____

How long have you known the applicant? _____

Relationship to applicant: _____

Work address of Reference: _____

Work phone of Reference: _____

Email of Reference: _____

Because you have knowledge of the applicant's professional competencies, you have been asked to provide a reference for the person named above who is applying to the PVAMU Ph.D. Program in Educational Leadership. Please indicate the appropriate rating for each category on the following page.

I am comparing this applicant with the following reference group (choose one)

___ Graduate students ___ Colleagues ___ Supervisees ___ Employees

___ Other (identify) _____

As a reference selected by the applicant we expect that your impressions will be primarily positive. All human beings, however, have both strengths and limitations. Please assess this applicant's strengths and limitations as a potential educational leader or change agent. You may attach a separate statement addressing this potential. Upon completion of this reference, please place it in an envelope, seal it, and write your signature across the seal. Give the envelope back to the applicant for submission with her/his application packet. Failure to do so may prevent the applicant from being considered for the program. Thank you for your assistance.

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Reference Evaluation

Use the following scale to rate the applicant's personal attributes, professionalism, communication skills and technical skills. **N - No Opportunity to Observe** **2 - Below Average** **3 - Average** **4 - Above Average** **5 - Superior**

Personal Attributes

Confidence in self	N	2	3	4	5
Reliability, dependability	N	2	3	4	5
Honesty/ Integrity	N	2	3	4	5
Initiative	N	2	3	4	5
Self-discipline, self-control	N	2	3	4	5
Emotional stability	N	2	3	4	5
Management of stress	N	2	3	4	5
Creative thinking / Curiosity	N	2	3	4	5
Independent thinking	N	2	3	4	5
Judgment and common sense	N	2	3	4	5
Maturity	N	2	3	4	5
Enthusiasm	N	2	3	4	5
Commitment to ethical standards	N	2	3	4	5

Professionalism

Leadership ability	N	2	3	4	5
Professional appearance	N	2	3	4	5
Ability to motivate others	N	2	3	4	5
Management and organizational skills	N	2	3	4	5
Attendance/punctuality	N	2	3	4	5
Conscientiousness	N	2	3	4	5
Follow-through on commitments	N	2	3	4	5
Empowerment of others	N	2	3	4	5
Potential for success as a leader or change agent	N	2	3	4	5

Communication Skills

Interpersonal skills with peers	N	2	3	4	5
Interpersonal skills with supervisors	N	2	3	4	5
Clear, coherent oral expression	N	2	3	4	5
Clear, coherent written expression	N	2	3	4	5
Expression of opinion	N	2	3	4	5

Technical Skills

Presentation skills	N	2	3	4	5
Technology skills	N	2	3	4	5

Additional comments: _____
