

CONA REFERENCE FORM



To the Applicant:

This form should be given to someone who knows you well, such as a teacher, employer, counselor, YIG advisor, etc. Your reference should complete the form and return it to you or directly mail/fax it to YIG. Please fill in your information below. This form is due to YIG by March 1, 2010.

Applicant's Name:	
Delegation/School:	

To the Reference:

The person named above is applying to participate in the Conference on National Affairs (CONA). Students selected for CONA will spend one week in Black Mountain, North Carolina, with over 500 other youth from across the country. Each student develops a proposal on a national or international issue. Students then spend the week debating these proposals through a series of committee hearings, concluding with one final session of all students. Candidates for CONA should possess the ability to research and develop a well-written proposal, have the maturity to attend required hearings and programs throughout the conference, and be of sound character and behavior.

Please appraise the applicant's assets and limitations in regard to the goals and activities of CONA. Feel free to make any additional comments on this form and to attach additional sheets if necessary. Your input is greatly appreciated. Please return this form to the applicant or fax/mail to Missouri YMCA Youth In Government.

Missouri YMCA Youth In Government
 P.O. Box 104176
 Jefferson City, MO 65110
 (573) 635-6215 (phone)
 (573) 635-0215 (fax)

Name:	
Position/Title:	
Organization/Institution:	
Address:	
City, State, Zip:	
Email:	
Phone:	()
How long have you known the applicant? _____ Years _____ Months	
In what capacity have you known the applicant? (Check all that apply)	
<input type="checkbox"/> Teacher <input type="checkbox"/> Coach <input type="checkbox"/> Employer / Supervisor	
<input type="checkbox"/> Counselor <input type="checkbox"/> YIG Advisor <input type="checkbox"/> Other: _____	

1. What are the **first words** that come to mind to describe the applicant?

2. Please rate the applicant on the following **characteristics**:

Motivation: well motivated to conduct research and work independently	Excellent	Good	Average	Fair	Poor	N/A
Responsibility: responsible, dependable, accountable to peers	Excellent	Good	Average	Fair	Poor	N/A
Interpersonal Relationships: Collaborates well, respects others	Excellent	Good	Average	Fair	Poor	N/A
Analytical Skills: thinks critically, analyzes concepts well	Excellent	Good	Average	Fair	Poor	N/A
Creativity: shows imagination, innovation, and new approaches	Excellent	Good	Average	Fair	Poor	N/A
Oral Communication: expresses ideas well orally in front of others	Excellent	Good	Average	Fair	Poor	N/A

3. Please describe the applicant's **degree of maturity**? How do you feel they will function on a week-long trip away from home?

4. Please describe the applicant's **strengths and limitations**.

5. What is your **overall recommendation**? Feel free to provide additional comments on a separate sheet of paper if necessary.

- I recommend the applicant without reservation as an excellent candidate for CONA
- I recommend the applicant as a good candidate for CONA
- I have some reservations, but I believe the applicant has a reasonable chance of success at CONA
- I have some substantial doubts about the applicant
- I do not recommend this applicant for CONA

Reference Signature: _____ Date: _____