

EBLI 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 either return it to you directly to mail or they may fax or mail 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 Executive Branch Leadership Institute (EBLI), a program of Missouri YMCA Youth In Government. Students selected for EBLI will spend one day with an assigned State Department learning about its functions and roles within Missouri and interacting with top state officials. Students will also meet with legislators to discuss issues important to them and the YMCA. Candidates for the program should possess the ability to research issues and follow through with assignments.

Please appraise the applicant's assets and limitations in regard to the goals and activities of EBLI. 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"/> Counselor	<input type="checkbox"/> YIG Advisor
<input type="checkbox"/> Employer / Supervisor	
<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 in a professional setting?

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 EBLI
- I recommend the applicant as a good candidate for EBLI
- I have some reservations, but I believe the applicant has a reasonable chance of success at EBLI
- I have some substantial doubts about the applicant
- I do not recommend this applicant for EBLI

Reference Signature: _____ Date: _____