

REQUEST FOR RECOMMENDATION

The candidate named below is preparing a candidate portfolio so that she/he can be considered for admission to an educational administration credential program at California State University, Fullerton. The Department desires to admit to our programs for the Masters Degree and Credentials individuals who have a record of professional accomplishments which demonstrate leadership potential and exhibit consistent adherence to moral and ethical standards of behavior and sensitivity toward persons with various disabilities and persons from diverse ethnic, cultural, linguistic and socio-economic backgrounds. Please give us your assessment of the candidate based on these criteria in this confidential recommendation form.

Name of Candidate _____

Please complete the rating scale on the back of this form.

Date: _____

Signature: _____

Name of reference: _____

Title: _____

Address: _____

Return this letter of recommendation directly to: Louise Adler, Department Head.
Department of Educational Leadership, EC-207, CSUF, P.O. Box 6868, Fullerton,
CA 92834.

Please rate the candidate on these characteristics:

Characteristics	Excellent	Above average	Average	Needs to improve	No opportunity to judge
Oral communication					
Written communication					
Ability to work cooperatively with others					
Ability to work with individuals from diverse backgrounds					
Sensitivity toward persons with disabilities					
Organizational ability					
Ability to facilitate groups					
Instructional leadership					
Ability to involve families and community					
Initiative					
Self-confidence					
Resourcefulness					
Creativity					
Intellectual curiosity					
Adherence to ethical standards of behavior					
Willingness to take on extra responsibilities					
Actions demonstrate sound judgment					
Professionalism in stressful situations					
Meets deadlines					
Potential as an educational leader					