

Manchester Community College

1066 Front Street, Manchester, NH 03102 P: (603) 206-8100 F: (603) 206-8275

www.mccnh.edu

Professional Reference Form

Name of Applicant: _____
(Last) (First) (M.I.)

How long have you known the applicant? _____

Relationship with the applicant? (please check only one box)

- Employer/Employee
- Professional/Client (eg. Clergy/Congregant, Doctor/Patient, Counselor/Client)
- Other (must be supervisory role) please describe _____

To the Evaluator:

The above named applicant is a candidate for admission to the Nursing program at Manchester Community College. We appreciate your candid evaluation of the applicant's past performance and potential for success in this program. Please complete and Upload into the Recommendation Portal that is linked in the reference request email you received Questions? Call Admissions at 603-206-8100 or email MCCAdmissions@ccsnh.edu.

EVALUATOR INFORMATION:

_____	_____	_____
NAME	PHONE	EMAIL
_____	_____	_____
COMPANY	POSITION	

Your thoughtful and fair assessment of this candidate's qualifications and potential will be used in consideration for admission. On a scale of 1-5 please rate the applicant's ability and demonstrated competency in the following areas. Check the appropriate ranking with 1 being unsatisfactory and 5 being excellent.

Qualities	Unsatisfactory		Average		Excellent
Works well on a team	①	②	③	④	⑤
Works well under pressure	①	②	③	④	⑤
Has a good memory	①	②	③	④	⑤
Sets and achieves realistic goals	①	②	③	④	⑤
Exhibits a positive attitude	①	②	③	④	⑤
Is empathetic	①	②	③	④	⑤
Is open to other points of view	①	②	③	④	⑤
Is self-motivated	①	②	③	④	⑤
Is accountable for actions	①	②	③	④	⑤
Attends to detail	①	②	③	④	⑤

Skills	Unsatisfactory		Average		Excellent
Demonstrates problem solving skills	①	②	③	④	⑤
Makes reasonable decisions	①	②	③	④	⑤
Understands written instructions	①	②	③	④	⑤
Follows oral instructions	①	②	③	④	⑤
Cooperates with others	①	②	③	④	⑤
Clearly articulates thoughts	①	②	③	④	⑤
Expresses written language clearly	①	②	③	④	⑤
Writes legibly	①	②	③	④	⑤
Is actively involved in the learning/working process	①	②	③	④	⑤
Grasps new concepts quickly	①	②	③	④	⑤

Signature: _____ Date: _____