

Residential Life / Graduate Studies Graduate Advisor Recommendation Form

To the Applicant:

1. Complete the confidentiality waiver section below.
2. Complete lines 1-3 below.
3. Give this form to a member of the Dartmouth community who you feel can comment on your potential to perform as a member of the Residential Life staff. This person should be a professor, dean, advisor, or employer.

I waive _____ do not waive _____ any right I may have to read or obtain copies of the recommendations which I am hereby requesting from the person whose name appears below.

Applicant Signature

Please Print:

1. Applicant's Name: _____
2. Recommender's Name: _____ Phone: _____
3. Title: _____ Hinman Box: _____

To the Recommender:

Graduate Advisors are part of a team of students and staff professionals who collaborate to make life in the residence halls a satisfying and stimulating experience.

Their responsibilities include:

1. Working with all staff levels in the halls to create and support a strong living and learning environment that supports and challenges students' academic and personal growth;
2. Serving as advisors and resource persons for individual residents and staff members;
3. Working closely with an Associate Director supervisor and with Community Directors, Undergraduate Advisors, and other Graduate Advisors to plan programs and activities;
4. Assisting with administrative responsibilities; and
5. Working closely with the Office of Residential Life to improve the residential experience.

Your evaluation of this applicant and of her/his ability to serve as a strong role model for hall residents is an important component of our selection process. Therefore, it is essential that we receive all recommendations by the deadline of **February 6, 2009**. We will be unable to offer an interview to this applicant until we receive this recommendation. Please complete the Personal Recommendation Form and send or fax (603-646-1800) to:

*Attention: Krista Beron Saleet, Community Director, Residential Education, Hinman Box 6112, 5 Rope Ferry Road
or deliver to the Residential Education Office located in 305 Rope Ferry Road.*

Thank you for your assistance.

(Continued)

Recommendation Form

How long have you know the applicant and in what capacity?

Please evaluate from 1 (unacceptable) to 5 (excellent) the applicant's abilities in the areas listed below. Written comments in each section are also very helpful.

Communication skills:

Rank: _____

Organizational skills (including timeliness):

Rank: _____

Sense of responsibility:

Rank: _____

Ability to advise undergraduates:

Rank: _____

Ability to work collaboratively as part of a team:

Rank: _____

Please include additional comments that may assist us in the selection process (attach additional sheets of paper if needed):