



## Faculty Recommendation Form

A recommendation from a faculty member in your major is required as a part of the Cooperative Education application. This faculty recommendation may be shared with prospective employers.

### To Be Completed By Student

Name \_\_\_\_\_ Major \_\_\_\_\_  
Dates Attended ASU \_\_\_\_\_ Email or Phone \_\_\_\_\_  
Signature\* \_\_\_\_\_ Date \_\_\_\_\_

\*By signing this form, you are giving the faculty permission to submit this to ASU's Cooperative Education Office; the Co-op office in turn will share this with companies that may consider you for a Co-op position.

### To Be Completed By Faculty

Cooperative Education is a degree enhancing program designed to encourage students to integrate classroom study with professional work experiences in their field. The program requires faculty participation. Your support is key to developing a strong Cooperative Education program.

Faculty Name \_\_\_\_\_ Dept. \_\_\_\_\_ Campus ext. \_\_\_\_\_  
Email address \_\_\_\_\_

List courses and semester/ year in which the applicant has been your student:

\_\_\_\_\_ Course #: Semester/ Year      \_\_\_\_\_ Course #: Semester/ Year      \_\_\_\_\_ Course #: Semester/ Year

Please rate the student on characteristics below on a scale of 1 - 5. Use NA if you are unable to assess any item.

1 - Improvement Required    2 - Satisfactory    3 - Average    4 - Superior    5 - Exceptional

\_\_\_\_\_ Ability to Learn      \_\_\_\_\_ Ability to Follow Directions      \_\_\_\_\_ Attitude  
\_\_\_\_\_ Dependability      \_\_\_\_\_ Relations with others      \_\_\_\_\_ Maturity  
\_\_\_\_\_ Quality of Work      \_\_\_\_\_ Quantity of Work      \_\_\_\_\_ Initiative  
\_\_\_\_\_ Verbal Communication Skills      \_\_\_\_\_ Written Communication Skills

State your overall evaluation of this student and their potential in the Athens State Co-op Program:

Strongly recommend     Recommend  
 Recommend with reservations     Do not recommend

Faculty Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return this form to the student or send to the Co-Op Office in the Career Center  
Campus Mail Box 246