

Shippensburg University
New Student Orientation
Orientation Leader Reference Form

Applicant's Name:

Date:

Name of Reference:

Address:

1. How long have you known the applicant?
2. In what capacity do you know the applicant?

An orientation leader is a crucial member of New Student Orientation. Each orientation leader plays an important role in helping new students transition successfully to college life both academically and socially. An orientation leader is expected to meet the following qualifications:

- Exhibit good interpersonal communication, and group presentation and interaction skills.
- Be able to work effectively with a diverse group of team members, staff, and students.
- Exhibit leadership and teamwork skills.
- Possess and further develop the following qualities: maturity, responsibility, initiative, motivation, flexibility, enthusiasm, integrity, and a strong and positive work ethic.
- Exhibit a willingness to learn and an enthusiasm to help others.

The purpose of this form is to assist the New Student Orientation Committee in the evaluation and selection of orientation leaders. Your honest and sincere responses are very important in this process of selecting the best candidates for this position.

In answering questions 3 through 6, please rate the applicant with the provided scale; *Poor, Fair, Acceptable, Good, Excellent*. Please provide comments to help us understand your selection.

3. How would you rate the applicant's ability to interact with a group of people?

4. How would you rate the applicant's level of reliability and dependability?

