

**STEP UP Reference Form**

Applicant’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please grade the applicant using the following scale:

5 – Excellent

4 – Good

3 – Average

2 – Fair

1 – Poor

|  |  |
| --- | --- |
| **Characteristic** | **Grade** |
| Ability to organize and express ideas |  |
| Ability to write coherent English |  |
| Intellectual creativity |  |
| Critical and analytical ability |  |
| Technical competence in chosen field |  |
| Computer literacy |  |
| Capacity to work without close supervision |  |
| Ability to plan and complete work |  |
| Initiative and Motivation |  |
| Ability to work with others |  |
| Perseverance in pursuing aim |  |
| Socio-civic involvement |  |
| Passion for teaching |  |
| Problem solving skills |  |
| Attendance and punctuality |  |
| **TOTAL** |  |

Other comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name and signature of recommender: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position and School/ Organization/ Company: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Note:** Applicants must submit two (2) reference forms from two teachers and/ or employers.