



Notes for Completing the Faculty Recommendation Form

Dartmouth Faculty, Staff, Prior Work or Internship Supervisor can fill out the online recommendation form found at the following link: <http://www.jotformpro.com/form/40915200784956>

This recommendation must be submitted by the application deadline in order for the applicant's materials to be considered complete.

Some recommenders have found it helpful to complete the recommendation offline on a Word document and paste sections of it into the online form. On the online form, you will be asked to respond to the following prompts:

- Which Rockefeller Center program is the applicant applying for?
- How long and under what circumstances have you known the applicant?
- Describe the applicant's strengths.
- Describe attributes/skills that the applicant will improve by participating in the program selected above.
- How would participating in this Rockefeller Center program enrich the applicant's academic and/or professional pursuits?
- Based on your interactions and experiences, please rate the applicant with respect to the following attributes: (scale of poor to excellent, N/A)
 - Dependability
 - Ability to work with others
 - Initiative
 - Flexibility
 - Maturity
 - Thoroughness and completeness of work
 - Professionalism (appearance, demeanor, etc.)
- How do you rate this applicant for this Rockefeller Center Co-Curricular program? (scale of weak – good – outstanding)
- Any additional comments (optional)