

# Personal Reference

Special Student

**WCIU prefers that this document be filled out in PDF format and returned by email attachment to [admissions@wciu.edu](mailto:admissions@wciu.edu).**  
 Please access this form at <http://wciu.edu/apply.html>. If printing use black or blue ink.

## Part A: To be filled out by the student applicant

*I willingly waive my right to see this recommendation knowing that this waiver is NOT REQUIRED for acceptance.*

Applicant's Printed Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

## Part B: To be filled out by the respondent

### 1. Academic Qualifications

The above-named person is applying for admission to William Carey International University. Please rate the applicant's academic qualifications according to the key below. We would appreciate your candid appraisal of his/her qualifications.

• 1= Excellent • 2= Above Average • 3= Average • 4= Below Average • 5= Unacceptable • X= Don't know

written expression in English	_____	overall academic ability	_____
oral expression in English	_____	aptitude for further academic studies	_____
ability to do independent study	_____		

### 2. Personal Qualities

Please rate the applicant's personal qualities, according to the key below.

• 1= Very Good, High • 2= Commendable • 3= Acceptable • 4= Marginal • 5= Below Average • X= Don't know

integrity	_____	initiative	_____
maturity	_____	concern for others	_____
dependability	_____	relations with:	
emotional stability	_____	peers	_____
flexibility	_____	superiors/authorities	_____
leadership ability	_____	family	_____
self-reliance/ independence	_____	persons from other cultures	_____

### 3. Overall Comparison Chart

Please rate this applicant in over-all promise in comparison with other persons whom you have known at this stage in their studies.

Below Average	Average	Above Average	High	Unusual	Outstanding	Exceptional	Inadequate opportunity to observe
Lowest 40%	Middle 20%	Upper 30%		Highest 10%			

**4. Brief Comments**

Please comment briefly about this person on the following topics. Use additional paper, if necessary.

a. Basic values and outlook on life

b. Career goals

c. Ability to adapt to persons of other cultures

d. Interest in or service with voluntary organizations (NGOs, churches, missions, private groups...) involved in intercultural work

e. Strengths, including potential for self-directed study

f. Weaknesses

g. Other comments (use additional sheets as needed)

**Respondent**

\_\_\_ I recommend this applicant with: \_\_\_ enthusiasm \_\_\_ some confidence \_\_\_ reservation \_\_\_ I'd like to speak with someone \_\_\_ I do not recommend this person for this study program

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Respondent Information**

How long have you known the applicant? \_\_\_\_\_ Very well \_\_\_ Well \_\_\_ Casually \_\_\_ Phone ( ) \_\_\_\_\_

In what capacity? \_\_\_\_\_ Fax ( ) \_\_\_\_\_

Printed Name \_\_\_\_\_ Email \_\_\_\_\_

Position \_\_\_\_\_ Employer/Agency \_\_\_\_\_

Address \_\_\_\_\_  
Street city state/province zip/postal code country

**Electronic Documents Preferred  
admissions@wciu.edu**

Or mail to: WCIU Admissions Office, 1539 E Howard Street, Pasadena, CA 91104-2698, USA  
office: 626.398.2141 fax: 626.628.3234