

# Sage College of Albany

DESIGN YOUR FUTURE

**TO THE APPLICANT:** Please distribute a copy of this form to an individual familiar with your academic qualifications and your plans to pursue a Bachelor's Degree. Please return this form to the Office of Admission for inclusion with your application.

Please type or print the following information.

Name \_\_\_\_\_  
Last First MI

Mailing Address \_\_\_\_\_

Expected Date of Entry \_\_\_\_\_

*The information and all documents submitted in support of the application become property of the Sage Colleges and are not returnable or transferable. Any misrepresentation on the part of the applicant is cause for non-acceptance.*

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**TO THE EVALUATOR:** The student named above is applying for admission to SCA.

How long have you known the applicant and in what capacity? \_\_\_\_\_

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

Recommendation concerning admission to the program (check one):

- \_\_\_\_\_ I recommend the applicant with confidence.
- \_\_\_\_\_ I recommend the applicant with reservation. (Please explain in comment section).
- \_\_\_\_\_ I do not recommend the applicant. (Please explain in comment section).

Please use the following scale to evaluate the candidate on each characteristic listed below.

- 5 Excellent – Consistently demonstrates
- 4 Good – Usually demonstrates
- 3 Average – Sometimes demonstrates
- 2 Fair – Rarely demonstrates
- 1 Poor – Never demonstrates
- NA - No opportunity to observe

	5	4	3	2	1	NA
Ability to reason (logical, rational)						
Cooperation (works well with faculty, staff, peers)						
Dependability (consistently attends class, well prepared)						
Leadership (decision making, models appropriate behavior)						
Motivation (proceeds on own initiative)						
Oral expression (communicates effectively, demonstrates control of standard English)						
Responsibility (eagerly accepts challenging tasks)						
Scholarship (reflected in quality of work, demonstrates control of standard English)						
Work habits (self discipline, completes work on time, conscientious)						
Written expression (effective writing skills, )						

Comments:

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

Position: \_\_\_\_\_ Phone: \_\_\_\_\_

Institution: \_\_\_\_\_

To the best of your knowledge, has this student followed an articulation agreement with Sage?

\_\_\_\_ Yes                      \_\_\_\_ No

Signature \_\_\_\_\_