

**RN-BSN PROGRAM**  
**CREIGHTON ON-LINE NURSING EDUCATION - Recommendation and Appraisal**

This section to be completed by the applicant:

The Family Educational Rights and Privacy Act of 1974 and its amendments guarantee students access to their educational records. Students may, however, waive their right of access to recommendations. The choice of the applicant regarding this recommendation is to be indicated below. Failure to sign will constitute acceptance of limited access.

I do waive     I do not waive my right to inspect the contents of the following recommendation.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Statement concerning: \_\_\_\_\_  
(applicants name):                      First Name                      Middle Name                      Last name

**TO BE COMPLETED BY THE PERSON SERVING AS A REFERENCE**  
**(Please Print)**

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Place of Employment: \_\_\_\_\_ Business Phone (    ) \_\_\_\_\_

Length of time you have known applicant: From: \_\_\_\_\_ to \_\_\_\_\_

Capacity in which you have known applicant: *(Please check all that are applicable)*

- As a professional colleague                       Only casually  
 As a student     Other \_\_\_\_\_  
 As an employee

**Place a check by *one* statement in each category that *best* represents this applicant**

<p><b>1. Learning Skills</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Very slow to grasp subject/work requirements; memorizes with little understanding</li> <li><input type="checkbox"/> Needs to exert extra effort to demonstrate minimal understanding of subject/work requirements</li> <li><input type="checkbox"/> Is about average in understanding subject/work requirements</li> <li><input type="checkbox"/> Quick to grasp subject/work requirements</li> <li><input type="checkbox"/> Not able to judge</li> </ul>	<p><b>3. Written Communication Skills</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Unable to express ideas clearly in writing</li> <li><input type="checkbox"/> Has some trouble with logical order and grammar/punctuation</li> <li><input type="checkbox"/> Uses correct grammar and punctuation but has trouble with logical order</li> <li><input type="checkbox"/> Expresses ideas logically and succinctly in writing most of the time</li> <li><input type="checkbox"/> Outstanding in the written expression of ideas</li> <li><input type="checkbox"/> Not able to judge</li> </ul>
<p><b>2. Intellectual Curiosity and Innovativeness</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> A follower; accepts things as they are</li> <li><input type="checkbox"/> Rarely asks meaningful questions or generates new ideas</li> <li><input type="checkbox"/> Raises some questions and tries to set forth new ideas</li> <li><input type="checkbox"/> Intellectually curious; frequently generates new ideas</li> <li><input type="checkbox"/> Outstanding ability to generate new ideas; great intellectual curiosity</li> <li><input type="checkbox"/> Not able to judge</li> </ul>	<p><b>4. Oral Communication Skills</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Inarticulate; ideas not presented clearly</li> <li><input type="checkbox"/> Weak in oral skills including command of language and articulation</li> <li><input type="checkbox"/> Articulates fairly well but not always logical</li> <li><input type="checkbox"/> Good in articulating ideas clearly and logically</li> <li><input type="checkbox"/> Very articulate; outstanding command of language</li> <li><input type="checkbox"/> Not able to judge</li> </ul>

(over)

<p><b>5. Sensitivity to Others</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> No concern for ideas or needs of others, antagonistic</li> <li><input type="checkbox"/> Has trouble being respectful of others' ideas or needs; rarely tactful</li> <li><input type="checkbox"/> Tends to be respectful of others' ideas and needs</li> <li><input type="checkbox"/> Usually considerate and tactful</li> <li><input type="checkbox"/> Very alert and tactfully responsive to others' needs and ideas</li> <li><input type="checkbox"/> Not able to judge</li> </ul>	<p><b>8. Ability to Make Decisions</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Totally indecisive</li> <li><input type="checkbox"/> Has difficulty analyzing problems and arriving at decisions</li> <li><input type="checkbox"/> Analyzes a situation correctly but has difficulty deciding on a course of action</li> <li><input type="checkbox"/> Generally competent in making decisions and taking action on them</li> <li><input type="checkbox"/> Excellent in considering consequences of decisions and taking appropriate action</li> <li><input type="checkbox"/> Not able to judge</li> </ul>
<p><b>6. Group Skills</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Never contributes toward group goals</li> <li><input type="checkbox"/> Interferes with attainment of group goals</li> <li><input type="checkbox"/> Has some difficulty as a member/leader of group</li> <li><input type="checkbox"/> Often regarded as a constructive group member/leader by peers</li> <li><input type="checkbox"/> Very effective as a leader/member in assisting group toward constructive goals</li> <li><input type="checkbox"/> Not able to judge</li> </ul>	<p><b>9. Perseverance</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Gives up without trying</li> <li><input type="checkbox"/> Becomes discouraged easily when working toward goals</li> <li><input type="checkbox"/> Works on goals which are easily attainable but avoids difficult goals</li> <li><input type="checkbox"/> Works toward most goals until achieved</li> <li><input type="checkbox"/> Is always persistent in pursuing all goals</li> <li><input type="checkbox"/> Not able to judge</li> </ul>
<p><b>7. Reliability</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Neglects following through with obligations/appointments</li> <li><input type="checkbox"/> Work is incomplete, carelessly done</li> <li><input type="checkbox"/> Completes work carefully but with prodding</li> <li><input type="checkbox"/> Meets obligations independently most of the time</li> <li><input type="checkbox"/> Thoroughly reliable; needs no supervision</li> <li><input type="checkbox"/> Not able to judge</li> </ul>	<p><b>10. Accountability</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Projects blame on others as reason for own actions</li> <li><input type="checkbox"/> Gives excuses for own actions</li> <li><input type="checkbox"/> In general accepts responsibility for own actions</li> <li><input type="checkbox"/> Nearly always accepts responsibility for own actions</li> <li><input type="checkbox"/> Thoroughly accountable for own actions</li> <li><input type="checkbox"/> Not able to judge</li> </ul>
<p><b>Additional Comments:</b></p> <hr/> <hr/> <hr/> <hr/>	<p><b>My overall evaluation of this person as an applicant is:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Strongly Recommend</li> <li><input type="checkbox"/> Recommend</li> <li><input type="checkbox"/> Recommend with Reservation</li> <li><input type="checkbox"/> Do Not Recommend</li> <li><input type="checkbox"/> Undecided</li> </ul> <p>Signature _____</p> <p>Date _____</p>
	<p><b>Return To:</b></p> <p><b>Creighton University School of Nursing</b>  <b>RN to BSN Program</b>  <b>2500 California Plaza</b>  <b>Omaha, NE 68178</b></p>