

Character Reference Request Form for Rutgers Youth Enjoy Science

Applicant's Name: _____

Position: Rutgers Youth Enjoy Science Cancer Research Program for Students

Location: Rutgers Cancer Institute of New Jersey Summer; New Brunswick, NJ Dates: Summer '23 & '24

Reference Name: _____ Phone: _____

School/Company: _____ Email: _____

Reference Title: _____ How long have you known the candidate: _____

To Answer Questions:

Please answer each question throughout the survey by marking "X" on the appropriate box under the number that best describes the extent to which you feel the candidate uses these skills, compared to others in the classroom/workplace. As you read each item, please keep in mind:

The scale below is on a continuum of 1 - 5, where a "1" indicates that compared to others in the workplace/classroom, the candidate never uses the skill under any circumstances. A "3" indicates that candidate uses the skill to a moderate or average extent. A "5" indicates that compared to others in the classroom/workplace, candidate uses this skill at all times and under all circumstances.

If you cannot answer a particular question based on your own personal experience or observation of the Candidate, mark the "Not Observed" (N/O) column for that question. Your responses are personal and do not reflect the views of any company/organization to which you belong now or to which you have belonged in the past.

EXTENT SCALE

1Never 2Some Extent 3 Moderate Extent 4 Average Extent 5Always

General Conduct

	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>Not Observed</u>
<i>Asks questions and actively participates in conversations.</i>						
<i>Builds strong, positive working relationships with teachers and peers, and maintains them over time?</i>						
<i>Independently manages own time and shows good judgment in prioritizing work to meet deadlines?</i>						
<i>Demonstrates dependability (e.g., reports consistently, and on time, for work, appointments, and meetings)?</i>						

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Character

	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>Not Observed</u>
<i>Accepts feedback without becoming angry or defensive and uses it to strengthen future performance</i>						
<i>Acts with integrity</i>						
<i>Demonstrates trustworthiness</i>						
<i>Is truthful and honest</i>						
<i>Listens carefully to others, taking time to understand and ask appropriate questions without interrupting?</i>						
<i>Shows good work ethic</i>						
<i>Treats other people, including those of different backgrounds, beliefs, and genders, with fairness and respect?</i>						

Science and Education Competence

	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>Not Observed</u>
<i>Communicates information, ideas, and data clearly and concisely so that others can understand?</i>						
<i>Demonstrates knowledge of biology</i>						
<i>Submits assignments on time</i>						
<i>Submits high-quality work/assignments</i>						
<i>Understands lab procedures and techniques</i>						
<i>Uses problem solving skills</i>						

Additional Questions:

Was there ever a time when the candidate's honesty and integrity were brought into question?

Starting with the most important, please comment on the top 3 ways that this individual could improve upon their work/school performance.

Starting with the most important, please comment on the top 3 strengths of this individual.

Additional Comment you would like the review committee to consider about the applicant