

## REFERENCE FORM 2011-2012

**REFERENCE FORMS ARE DUE BY FRIDAY FEBRUARY, 17 AT NOON**

The following student is applying to be a Resident Advisor for the 2012-13 academic year. RAs are responsible for a residence hall floor of 36-48 residents. Some of their responsibilities include: creating a sense of community, responding to emergency situations, referring residents to other resources, and planning social and educational events. The successful applicant will be highly motivated, responsible, and in good standing academically and judicially with the university.

Please rate each characteristic by placing a check mark beside the appropriate description. Additional comments are appreciated. You may add additional pages if necessary.

**APPLICANT NAME:** \_\_\_\_\_

**A. Personality:** Consider your reaction to this person: their poise, mannerisms and ability to make a pleasant impression and deal with a wide range of personalities.

- Very favorable, easily interacts with others  
 Makes a favorable impression  
 Minor difficulties with others  
 Somewhat irritating, unfavorable

**COMMENTS:**

**B. Cooperativeness:** Consider attitude and ability to work with others, how the applicant gets along with supervisors and peers, their receptiveness to suggestions and criticisms.

- Inspiring to others, very cooperative, and a strong force for group morale  
 Works well with others and is very adaptable  
 Can do satisfactory work with others but tends to work alone  
 Not a team worker, antagonizes others, causes conflict in a group

**COMMENTS:**

**C. Responsibility:** Consider the degree to which this person is dependable, prompt, accurate and conscientious.

- Does an excellent job on all assignments and is completely dependable  
 Needs occasional stimulation but does routine work when under supervision  
 Sometimes unreliable  
 Avoids responsibility, does the minimum

**COMMENTS:**

**D. Emotional Stability:** Consider the dimension and control of person's emotional response, disposition and mood, absence of tension, personal and/or social adjustment.

- Well-adjusted to self and others  
 Stable in ordinary situations but disorganized by problems  
 Tends to be over-emotional  
 Unstable emotions, inappropriate responses to stress

**COMMENTS:**

**Overall Comments:**

**Reference's Information:**

Reference's Name

Signature

Title

Phone Number

Completed Reference Forms should be submitted to the Housing and Residence Life office: Fax 657-278-3994, mailed to ATTN: RA Selection Committee, 1509 East Campus Drive, Fullerton CA 92834, or scanned and emailed to [raapplication@fullerton.edu](mailto:raapplication@fullerton.edu) no later than 12pm February 17, 2012.