

# Association of Research Libraries

## CAREER ENHANCEMENT PROGRAM RECOMMENDATION FORM

Please type or print clearly and return to the Association of Research Libraries (directions below)

Applicant's Name: \_\_\_\_\_  
Last
First
Middle

For how long and in what capacity have you known the applicant?

In a group of 100 other music or library/information school students or persons of comparable experience, how would you rate the applicant with respect to the following characteristics:

	Below Average	Average	Above Average	Outstanding (Top 25%)	Superior (Top 5%)	Inadequate Opportunity to observe
Motivation toward a successful, productive career						
Growth during total period observed						
Ability to work with others						
Mastery of fundamental knowledge						
Flexibility						
Ability to communicate in writing						
Ability to communicate orally						
Self-reliance and independence						
Leadership potential						

**Additional Information to Provide:** On another sheet, please add descriptive comments that will assist in providing a complete picture of the applicant's character, attitudes, and ability/potential for success in a practical study (internship). Please comment on challenges, as well as strong points.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
 Address: \_\_\_\_\_

Please email this form and accompanying letters to the attention of:  
 Marianne Seales, ARL Program Assistant  
[marianne@arl.org](mailto:marianne@arl.org)  
 Deadline for submission is December 8, 2011

