



APPLICATION FOR INTERNSHIP FACULTY RECOMMENDATION FORM

Student: Ask MC faculty whom know you well, and from whom you have taken and completed at least one for-**credit** course.

PLEASE TYPE OR PRINT CLEARLY					
<i>- This section must be completed by student <u>before</u> faculty member fills out his/her section below -</i>					
<input type="checkbox"/> Library of Congress <input type="checkbox"/> Smithsonian Institution <input type="checkbox"/> Holocaust Museum <input type="checkbox"/> Other: _____					
Name:		M-Number			
(Last)	(First)	(M.I.)			
Telephone Number:		Day	Evening		
I have taken the following course(s) with the faculty member writing this recommendation:					
<i>Course(s)</i>			<i>Date(s)</i>		
I understand that this recommendation will be confidential.					
Student Signature:				Date:	
<i>- This section to be completed by faculty member -</i>					
Please bear in mind that this recommendation weighs heavily in the evaluation of this student as an internship candidate.					
Your candid evaluation should reflect your perception of the student's potential success as an intern. Please evaluate the student on the following characteristics, with 1 as the lowest rating, and 5 as the highest by placing an X next to the number.					
	Lowest				Highest
1. Reliability (attendance, meeting deadlines)	1	2	3	4	5
2. Intellectual Curiosity	1	2	3	4	5
3. Interpersonal Skills/Participation	1	2	3	4	5
4. Analytical/Reasoning Skills	1	2	3	4	5
5. Writing Skills	1	2	3	4	5
6. Initiative	1	2	3	4	5
7. Suitability to Represent Montgomery College	1	2	3	4	5
8. Ability to Benefit from this Internship	1	2	3	4	5
Faculty Signature:				Date:	
Please print your name:					

Please attach a letter of recommendation on MC letterhead, detailing your support for this student as an internship candidate. This recommendation will be considered very carefully by the curators, librarians, researchers, and other staff who will decide whether this student would be a suitable member of his/her work team. If you wish to review this student's application and essay before you write the recommendation, please email the internship coordinator below.

EMAIL COMPLETED FORM AND RECOMMENDATION LETTER (on MC Letterhead) TO:
 Eddy Arana PPHI Internship Coordinator at eddy.enriquezarana@montgomerycollege.edu