

Applicant Waiver and Instructions

Waiver Agreement

_____ I hereby waive the right to review this document, which is to be included in my file. The information contained herein will be kept *confidential*.

_____ I do not waive my right to review this document at a future date.

Signature of Applicant

Date

Applicant Instructions

To complete this step in the application process, you must print both the Waiver and Reference form. (If you are unable to print the form, you can pick up a copy in the Residential Education Office in Tobey-Kendel Hall on Central Campus.) Give the reference form to either a professor, past employer, or club advisor and ask them to complete the form and return it to you **prior to your scheduled interview time**. When you return the form it must be in a sealed envelope with their signature across the back. Bring the envelope and waiver form to your interview and give it to a Hall Director before you begin.

Note: Your reference CANNOT be a family member/relative.

Reference Writer Information

Name _____

Organization _____

Official Position _____

Applicant's Name:

Professional Reference Form

Please review the Resident Assistant position description and take the job responsibilities into consideration as you <http://www.unco.edu/housing/Forms/RAApplication/index.htm>

How long and in what capacity have you known this applicant? Please include other comments that you believe would help give insight into the applicant's personality and relevant experiences.

Please evaluate the candidate in terms of performance that you have directly observed.

	Excellent	Above Average	Average	Below Average	Poor	Not Observed
Approachability						
Communication Skills						
Appreciation of Diversity						
Planning & Preparation Skills						
Initiative						
Emotional Maturity						
Attitude						
Response to Criticism						
Critical Thinking Skills						
Teamwork/Leadership Skills						
Responsibility/Dependability						
Ability to Learn and Apply New Information						

Additional Comments:

Signature of Reference

Date