Internship Program Reference

Applicant Information
Applicant Please complete this section in black or blue ink before submitting to your reference.

Name
Email
Phone

Internship(s) for which you are applying

Application deadline  □ March 1 (summer)  □ July 1 (fall semester/academic year)  □ Nov. 1 (spring semester)

Reference Information
Reference: Please use the back of this sheet or attach a separate sheet if needed. If you prefer to complete and submit this reference form online, please email kmcmillan@ashevilleart.org.

Name
Title
Organization
Email
Phone

How long, and in what capacity, have you known the applicant? ____________________________________________________________

Please check the box below that best corresponds to your assessment of the applicant’s abilities in the following areas.

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<th>Poor</th>
<th>Fair</th>
<th>Good</th>
<th>Very good</th>
<th>Excellent</th>
<th>Not sure</th>
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<tbody>
<tr>
<td>Communicates well verbally and in writing</td>
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<td>Is adaptable/flexible</td>
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<td>Demonstrates a positive attitude</td>
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<td>Is dependable and conscientious</td>
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<td>Works well with others and independently</td>
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<td>Is open and personable</td>
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What is your opinion of the applicant’s ability to be a successful intern at the Asheville Art Museum? ____________________________________________________________

What is your overall evaluation of the applicant?
□ Strongly recommend  □ Recommend  □ Recommend with reservations  □ Do not recommend

Signature
Date