

6154 South Fairbanks Hall
Hanover, New Hampshire 03755-3529
**T** (603) 646-3350
**E** service.internships@dartmouth.edu

LEAVE-TERM FUNDING RECOMMENDATION FORM

This form, its instructions and the subsequent letter of recommendation may be used in application to internship programs administered by the **Dartmouth Center for Social Impact.** Please send in your recommendation letter and this form directly to service.internships@dartmouth.edu.

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**To be completed by the applicant:**

I waive do not waive any right I may have to read or obtain copies of the recommendation.

Placement: Internship Term:

Brief Description:

Due date for the recommendation to be received at the appropriate office:

Signature of Applicant Date

*\*electronic signature accepted*

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**To be completed by the applicant’s reference:**

We appreciate your taking the time to fill out this recommendation form on behalf of the prospective intern. You may respond to the questions directly on the following page or attach a letter or separate document. Be sure to return this cover page with your recommendation. Thank you for helping us to make our awards wisely.

Name (please print):

Signature: *(\*electronic signatures accepted)*

Address: City:

State: Zip:

Phone (Work): Home):

Relationship to student:

Date:

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**NOTE: Internship applications, including all recommendations, must be complete for a student to be considered for funding.**

Please return to Leah Torrey, C/O Internships at the Dartmouth Center for Social Impact, 6154 South Fairbanks, Hanover, NH 03755 or Service.Internships@dartmouth.edu

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**TO BE COMPLETED BY APPLICANT’S REFERENCE:**

*(Please feel free to attach a letter or separate document addressing the following questions.)*

1. How long and under what circumstances have you known the applicant?

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2. Describe the applicant’s **strengths**.

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3. Describe the applicant’s **weaknesses**.

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4. How would this internship enrich the student’s academic pursuits?

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5. How does the applicant respond to situations that require independence and project management? To ambiguious situations?

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6. Based on your interactions and experiences with the applicant, please comment on the following characteristics?

 **Leadership**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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 **Dependability**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Ability to work with others**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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7. How do you rate this applicant as a student intern (check one)?

 \_\_\_\_\_\_\_\_\_\_\_ Outstanding, more than qualified

 \_\_\_\_\_\_\_\_\_\_\_ Good, better than many

 \_\_\_\_\_\_\_\_\_\_\_ Weak, should be discouraged