

Millersville University

Career & Life Studies Program

Student Recommendation Form

Applicant's Name _____

Completed By: _____

Career & Life Studies Recommendation Form

Recommendation for _____ (applicant's name)

The above named individual is applying for admission to the Career & Life Studies program at Millersville University. The Career and Life Studies program is based on a four-semester post-secondary initiative for young adults with intellectual disabilities who are interested in participating in an academic vocational and social university experience. The Career & Life Studies program provides the opportunity for students to enrich and enhance their personal and academic development in a fully inclusive environment. Prospective Career & Life Studies students will find meaningful experiences that will enhance their personal growth socially, academically and vocationally. With the above information in mind, please answer the following questions to the best of your ability and complete a student inventory (attached). Attach additional pages as needed.

Please return this form to the prospective student in a sealed envelope and sign across the seal OR mail the completed form to the following address:

Career & Life Studies Program
Attn: Jan Bechtel
Millersville University
Francine G McNairy Library & Learning Forum
P.O. Box 1002
Millersville, PA 17551-0302

The applicant has agreed as part of the application process to waive access to the recommendation form. The applicant will submit all letters of recommendation as part of their completed Student Application Packet. Thank you for your assistance in this matter.

Your name _____
Last First Title MI

Address _____
Street Apt #

_____ City State County Zip

Organization _____
Name Phone #

Signature _____ Date _____

1. How long have you known the applicant and in what capacity?

2. Please describe why you feel the applicant would benefit from a postsecondary education experience.

3. How likely is it that the parent/family/guardian of this applicant will support the philosophy and goals of the Career& Life Studies program?

_____ Unlikely _____ Likely _____ Quite Likely _____ Highly likely

4. Please describe the strengths and challenges that the applicant may have that will make him/her a strong candidate for this program? (Use the back of this page or attach additional pages)

Please complete the following student inventory. Should you not be familiar with the applicant in a particular area, please indicate this by using U for Unknown.

| Independent Living Skills | 1 (Requires Complete Assistance) | 2 (Needs moderate assistance) | 3 (Needs some assistance) | 4 (Needs minimal assistance) | 5 (Completely Independent) |
|---|-------------------------------------|----------------------------------|------------------------------|---------------------------------|-------------------------------|
| Negotiating/Finding way around campus environment | | | | | |
| Utilizing public transportation (e.g., bus) | | | | | |
| Handling personal affairs: laundry, light cooking, cleaning, managing personal belongings | | | | | |
| Interpersonal Skills: Ability to relate to others | | | | | |
| Asks for help, clarification, or questions | | | | | |
| Use of judgment skills in an emergency | | | | | |
| Emotional: ability to cope with stress | | | | | |
| Adjusting to new situations | | | | | |

| Social Skills and Communication | 1 (Requires Complete Assistance) | 2 (Needs moderate assistance) | 3 (Needs some assistance) | 4 (Needs minimal assistance) | 5 (Completely Independent) |
|--|-------------------------------------|----------------------------------|------------------------------|---------------------------------|-------------------------------|
| Communicating needs in an appropriate manner | | | | | |
| Engaging in appropriate social interaction | | | | | |
| Using pay phone, cell phone, email | | | | | |

| Academic Skills | 1 (Requires Complete Assistance) | 2 (Needs moderate assistance) | 3 (Needs some assistance) | 4 (Needs minimal assistance) | 5 (Completely Independent) |
|--|-------------------------------------|----------------------------------|------------------------------|---------------------------------|-------------------------------|
| Handling money: counting change/bills, understanding values, using checkbook, staying within budget | | | | | |
| Math skills: Approximate Grade Levels: _____ Addition _____ Subtraction _____ Multiplication _____ Division | | | | | |
| Reading and writing skills: Approximate Grade Levels: _____ Reading _____ Writing _____ Listening comprehension | | | | | |
| Computer Skills: Word processing Internet | | | | | |
| Motivation to learn and persist on new tasks | | | | | |
| Knows and can verbalize and/or write personal information: name, address, phone, SSN, etc. | | | | | |
| Ability to follow verbal directions | | | | | |
| Ability to follow written directions | | | | | |
| Ability to keep a daily schedule with due dates and assignments | | | | | |

Has applicant utilized any assistive technology? _____ If yes, what?

Additional Remarks: Please list/discuss any physical, intellectual, social, or emotional conditions that may need to be considered when planning a postsecondary experience.
