# SONOMA STATE UNIVERSITY School of Education

# CANDIDATE REFERENCE/EVALUATION

Click or tap here to enter text is applying to the School of Education at Sonoma State University for the Master of Arts Degree and/or the credential program in Educational Leadership (ASC Preliminary).

Your evaluation of this candidate’s potential as a graduate student and professional is appreciated. Please be candid in your assessment and provide information that will assist in the evaluation of the candidate’s application. Thank you for your assistance in this.

* Position/role held by the candidate during the time you have known them: Click or tap to enter text.
* Work Location: Click or tap here to enter text.
* Years (inclusive) covered by your recommendation: From (Year) to (Year)

Please enter one number for each item indicating the relative strengths and weaknesses demonstrated by the candidate. The scale ranges from 5 (outstanding ability) to 1 (shows a definite weakness).

| The Candidate: | High | Medium | Low | Very Low | N/A | Enter |
| --- | --- | --- | --- | --- | --- | --- |
| a. is committed to the education of all students | 5 | 4 | 3 | 2 | 1 |  |
| b. holds a school vision of high standards of learning. | 5 | 4 | 3 | 2 | 1 |  |
| c. Cultivates and promotes a safe, caring and supportive learning environment. | 5 | 4 | 3 | 2 | 1 |  |
| d. treats people fairly, equitably and with dignity and respect | 5 | 4 | 3 | 2 | 1 |  |
| e. recognizes and values cultural differences | 5 | 4 | 3 | 2 | 1 |  |
| f. collaborates and communicates with families and the broader school community | 5 | 4 | 3 | 2 | 1 |  |
| g. sets high professional standards for self | 5 | 4 | 3 | 2 | 1 |  |
| h. utilizes ethical principles in decision-making | 5 | 4 | 3 | 2 | 1 |  |
| i. communicates well both orally and in writing | 5 | 4 | 3 | 2 | 1 |  |
| j. accepts responsibility | 5 | 4 | 3 | 2 | 1 |  |
| k. demonstrates leadership skills | 5 | 4 | 3 | 2 | 1 |  |
| m. works well with others | 5 | 4 | 3 | 2 | 1 |  |
| n. accepts constructive feedback | 5 | 4 | 3 | 2 | 1 |  |
| o. solves problems creatively | 5 | 4 | 3 | 2 | 1 |  |
| p. is able to handle stress | 5 | 4 | 3 | 2 | 1 |  |
| q. is willing to examine one’s own assumptions, beliefs and practices | 5 | 4 | 3 | 2 | 1 |  |
| r. takes initiative to address challenges and issues | 5 | 4 | 3 | 2 | 1 |  |
| **t. Please rate this candidate overall.** | 5 | 4 | 3 | 2 | 1 |  |

Attach a letter of recommendation that addresses the following questions. Additional information may be provided as well.

1. How do you know the candidate and in what capacity have you worked together?
2. In your opinion, does the candidate have the personality and professional capability/potential to be an effective leader in the chosen field?
3. Do you have any reservations about recommending the candidate for advanced graduate study at Sonoma State University?
4. If you were responsible for hiring individuals in school leadership positions, would you hire the candidate following completion of the credential program?
5. Other comments you may have regarding the candidate.

Signature:



Printed Name: Click or tap here to enter text.

School/District/Agency: Click or tap to enter text.

Date: (MM/DD/YYYY)

Title: Click or tap here to enter text.

Phone: Click or tap here to enter text.

Email: Click or tap here to enter text.

Please return this form to the Credentials Office: [credentials.office@sonoma.edu](mailto:credentials.office@sonoma.edu)