

**RESIDENT DIRECTOR REFERENCE FORM**  
**For Study Abroad**

**Applicant:** Please complete items A, B, and C and then give this form to your Resident Director (RD). Ask the RD to enclose the completed letter in a sealed envelope, sign across the seal, and return the envelope to you for submission to the Director of International Programs. If your reference prefers, the letter may be sent directly to the Experiential Learning Center (ELC) located in West Hall.

A. Name of Applicant \_\_\_\_\_

B. Randolph College or Other Program \_\_\_\_\_

C. In accordance with provisions of the Federal Education and Privacy Act of 1974, enrolled students have the right to see their letters of recommendations unless they explicitly waive that right.

I waive my right to examine this recommendation when completed and understand that it will remain confidential.

I do not waive my right to review this document.

**Student Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Resident Director** \_\_\_\_\_ **Date** \_\_\_\_\_

Study abroad programs frequently require students to immerse themselves in an unfamiliar culture and deal with unfamiliar situations. Any information you can provide regarding the student's living and/or work habits would be helpful in gauging her or his ability to have a successful study abroad experience.

**Please complete the following questions:**

1. How long you have known the student?

2. How often have you had contact with her/him?

Taking into consideration the demands that a trip of this nature will place on the student, please complete the following form:

Poor      Average      Good      Excellent      Unable to comment

|                               |  |  |  |  |  |
|-------------------------------|--|--|--|--|--|
| Leadership                    |  |  |  |  |  |
| Team Player                   |  |  |  |  |  |
| Consideration for others      |  |  |  |  |  |
| Animation                     |  |  |  |  |  |
| Respect for others' concerns  |  |  |  |  |  |
| Sense of responsibility       |  |  |  |  |  |
| Emotional maturity            |  |  |  |  |  |
| Stability                     |  |  |  |  |  |
| Sensitivity to diversity      |  |  |  |  |  |
| Adaptability/flexibility      |  |  |  |  |  |
| Problem solving skills        |  |  |  |  |  |
| Managing stressful situations |  |  |  |  |  |

Any additional comments that you would like to make about the applicant's participation in this overseas study activity would be appreciated.