

The DIETRICH School of
Arts & Sciences

Office of Undergraduate Research, Scholarship,
and Creative Activity

Professional Reference Request Form

_____ has applied for a special internship program. Please complete the following assessment of this student's work at your organization. Rate his or her performance in the categories below as either excellent, good, average, or poor. Return this completed form to the student to submit with the finalized application.

	Excellent	Good	Average	Poor	Comments
Technical understanding of job					
Quality of work					
Work attitude/work ethic					
Reliability					
Punctuality					
Interpersonal Skills					
Additional Comments:					

Signature	Printed Name
Title, Employer, and Contact Information (E-mail and Phone Number):	

Thank you for your response.
Sincerely,
Patrick Mullen
Director, Office of Undergraduate Research,
Scholarship, and Creative Activity

University of Pittsburgh
Kenneth P. Dietrich School of Arts and Sciences
G-1 Gardner Steel Conference Center
Pittsburgh, PA 15260
412-624-9150