**Letters of Recommendation Rubric**

**(total of three scores counts as 20% of total score)**

APPLICANT’S NAME:

SCHOOL DISTRICT:

SCORERS’ PRINTED NAMES:

SCORERS’ SIGNATURES:

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| --- | --- | --- | --- | --- | --- |
| **Criteria** | **1 point** | **2 Points** | **3 Points** | **4 Points** | **SCORE** |
| *Recommendation regarding Character*  | *Letter does not address or respond to level of character of applicant.* * *No specific examples of positive character traits*
 | *Letter minimally addresses or responds to level of character of applicant.** *Few examples of positive character traits*
 | *Letter adequately addresses or responds to level of character of applicant.** *Adequate examples of positive character traits*
 | *Letter strongly addresses or responds to level of character of applicant.** *Strong examples of positive character traits with specific detail*
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| *Recommendations regarding Work Ethic* | *Letter does not address or respond to level of work ethic of applicant.* * *No specific examples of work ethic*
 | *Letter minimally addresses or responds to level of work ethic of applicant.** *Few examples of strong work ethic*
 | *Letter adequately addresses or responds to level of work ethic of applicant.** *Adequate examples of strong work ethic*
 | *Letter strongly addresses or responds to level of work ethic of applicant.** *Strong examples of work ethic with specific details*
 |  |
| *Appropriateness of relationship to applicant regarding scholarship application* | Letter demonstrates no appropriate relationship to applicant regarding knowledge of character, work ethic and/or their goals. | Letter demonstrates some appropriate relationship to applicant regarding knowledge of character, work ethic and/or their goals. | Letter demonstrates an adequate appropriate relationship to applicant regarding knowledge of character, work ethic and/or their goals. | Letter demonstrates a strong relationship to applicant regarding knowledge of character, work ethic and/or their goals. |  |
| **TOTAL SCORE** |  |

Once the Letters of Recommendation are scored by the assigned members of the *Scholarship Advisory Committee*, the score sheet is to be sent to the executive director.