



## Confidential Teacher Reference Form

In order for an applicant to be considered for the scholarship program, we must receive this form by **February 15, 2024**. Please return this completed form to the applicant in a sealed envelope with your signature across the seal. If you have any questions, please call us at 802.387.5000.

Dear Educator,

\_\_\_\_\_ has applied for a scholarship to travel with Putney Student Travel and has indicated that you would be willing to provide a reference on their behalf. Each applicant is carefully selected on the basis of their maturity, enthusiasm, motivation, intellectual curiosity, and potential to thrive within and contribute to a close community environment. To learn more about Putney Student Travel, please visit our website: [goputney.com](http://goputney.com).

Please complete this form and return it to the applicant in a sealed envelope with your signature across the seal. Your reference is a valued and important part of our scholarship process, and your honest responses carry significant weight. If you feel uncomfortable recommending the applicant, you should simply sign and return this reference form in a sealed envelope with your signature across the seal. **A blank form will be regarded as a negative reference.**

**All information you provide is confidential.** References submitted to Putney Student Travel are read only by members of the Scholarship and Selection Committees. Since we are not able to review the student’s scholarship application until all reference forms are completed and returned to us, your prompt reply will help our Scholarship Committee make its decision in a timely fashion. Teacher references and all other application materials must be received in our office by **February 15, 2024**. Thank you for your help!

1. How long have you known the applicant? In what capacity?
  
2. How long has the applicant attended their current school? \_\_\_\_\_
  
3. Academic standing: Using a scale of 1 to 10, with 10 being the highest possible rating, please indicate how you feel the applicant compares to their peer group as a student in the following areas:

Diligence: \_\_\_\_\_ Motivation: \_\_\_\_\_ Intellectual Curiosity: \_\_\_\_\_ Academic Achievement: \_\_\_\_\_

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4. To your knowledge, has the applicant ever been involved in disciplinary action, placed on probation, or suspended from school? If yes, please explain.

5. Are you aware of any emotional, behavioral, or medical issues that may affect the applicant's ability to be an active and constructive member of a small group of peers or a residential academic program?

6. Please comment on how the applicant would be a constructive and positive member of a small group of peers and leaders, who are supportive of one another and open to new experiences and challenges. If you do not believe the applicant would thrive in this type of environment, please let us know.

7. If you were leading or teaching at a program such as those described on our website, would you be eager to have the applicant in your group? Why or why not?

8. How would you rate the applicant on the following traits in comparison to other students in their peer group? Use a scale of 1 to 10, with 10 being the highest possible rating.

Trait	Rating (1–10, with 10 being the highest possible rating)
Participation in group settings	
Ease of handling adverse situations	
Inclusion of people and alternate ideas	
Self-direction (regarding tasks)	
Communication	
Confidence	

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Teamwork	
Initiative	
Trustworthiness	

9. Please pick one trait from the list above and briefly describe one example or situation in which the student excelled (or excels).

10. Is there anything else you would like us to know?

11. Language instructors complete this section *for students applying to Language programs only*:

- a. How many years have you been the applicant's language instructor? \_\_\_\_\_
- b. Please provide the applicant's current enrolled language course name and level (e.g. French 2 honors)? \_\_\_\_\_.
- c. On a scale of 1 to 10, with 10 being the highest possible rating, please rate the applicant in the following areas:  
  
Motivation for language study: \_\_\_\_\_  
Oral proficiency: \_\_\_\_\_  
Grasp of grammatical structures: \_\_\_\_\_  
Curiosity about cultures of French or Spanish speaking countries: \_\_\_\_\_

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- d. Do you feel that the applicant will be committed to speaking French/Spanish for the duration of the program, with English-speaking peers, instructors, and/or native speakers:

Name and Position: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Day phone: \_\_\_\_\_ Evening phone: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_