Confidential Reference for Acadia Dietetic Practicum Program Application

Please return to judy.lowe@acadiau.ca by 4:30 PM ATL Monday, January 15, 2027

Name of the Applicant:

How long have you known the applicant?

Start date: End date:

Describe the capacity (professional or business) in which you have known the applicant:

Please compare the applicant to a group of other employees/volunteers you have known and rank them on each of the following attributes. Include your comments in the narrative section at the end of the reference form.

Attribute	Outstanding (top 10%)	Above Average (top 20%)	Average (upper 50%)	Below Average (lower 50%)	Unable to judge
Team skills **Individual collaborates with others to provide good client service.**	Outstanding team member. Helps others to achieve common goals.			Has some difficulty working with others to achieve common goals.	
Applicant ranking (please check one)	☐	☐	☐	☐	☐
Feedback **Individual strives for excellence through self reflection. Is receptive to and utilizes feedback from others.**	Accepts constructive criticism, develops plan for improvement, and integrates new learning.			Unwilling to accept constructive criticism, unable to develop a plan for improvement or integrate new learning.	
Applicant ranking (please check one)	☐	☐	☐	☐	☐
Critical thinking **Individual uses a problem-solving approach to make decisions and improve situations.**	Critically analyzes and integrates complex information to make decisions.			Has difficulty analyzing and integrating information to make decisions.	

Applicant ranking (please check one)	☐	☐	☐	☐	☐
Attribute	**Outstanding (top 10%)**	**Above Average (top 20%)**	**Average (upper 50%)**	**Below Average (lower 50%)**	**Unable to judge**
Decision making **Individual uses a client centred approach when making decisions.**	Makes sound and timely decisions, understands implications of decisions.			Decisions often made without adequate thought and consideration.	
Applicant ranking (please check one)	☐	☐	☐	☐	☐
Application of knowledge **Individual applies knowledge gained (from experience, judgment, and reference to approved resources) to various situations.**	Easily applies old and new learning across various situations.			Has difficulty applying knowledge to various situations.	
Applicant ranking (please check one)	☐	☐	☐	☐	☐
Time management/organization **Individual manages time and workload effectively to meet deadlines.**	Consistently manages time effectively and efficiently. Develops sound, logical plans, and considers details.			Has difficulty managing time to meet deadlines. Needs help developing plans for routine tasks.	
Applicant ranking (please check one)	☐	☐	☐	☐	☐
Initiative and self direction **Individual continuously seeks new knowledge and innovation to support or enhance role.**	Independently initiates appropriate activities. Seeks new opportunities to enhance skills.			Follows instructions but does not act independently.	
Applicant ranking (please check one)	☐	☐	☐	☐	☐

Attribute	Outstanding (top 10%)	Above Average (top 20%)	Average (upper 50%)	Below Average (lower 50%)	Unable to judge
Written Communication skills **Individual uses written skills to communicate effectively.**	Written work is consistently clear, concise, accurate, and logical.			Difficulty writing clearly, concisely, accurately & logically.	
Applicant ranking (please check one)	☐	☐	☐	☐	☐
Oral Communication skills **Individual uses oral skills to communicate effectively.**	Effectively uses speech to convey information in all situations.			Struggles to use speech to convey information effectively.	
Applicant ranking (please check one)	☐	☐	☐	☐	☐
Work ethic/ professionalism **Individual demonstrates reliability, accountability and dedication**	Can be relied upon and is accountable for their actions, attendance and honestly.			Is unreliable and does not demonstrate a professional approach.	
Applicant ranking (please check one)	☐	☐	☐	☐	☐

In the space below, please add any descriptive comments that will assist in providing a complete picture of the applicant's abilities and potential as a Dietetics student. Please do not attach any further documentation about the applicant.

Complete the following information. Your electronic submission of this form serves as confirmation that you completed this form. In the case where more than one person has provided input to the reference, designate one person as the corresponding referee of record, and list the names of others people who have provided input in the space provided. This is a confidential reference only available to the programs to which the student applies.

Name of corresponding referee of record:

Name(s) of other individuals who contributed to the reference if applicable:

Organization:

Position:

Phone:

Email:

Date: