



CONFIDENTIAL RECOMMENDATION FOR FIC GUIDANCE ADVISORS PROGRAM

Description of the Guidance Advising Program:

Guidance Advisors are FIC alumni who provide personal and academic support to FIC students. Guidance Advisors help to support the Student Advisors by answering day-to-day questions and concerns. To be a Guidance Advisor certain qualities are necessary, such as to be caring, patient, and thorough. They are entrusted to provide accurate information and sound advice to students. They must appreciate the difference between questions or concerns that they can answer, and issues that need to be escalated to a Student Advisor. Most importantly, all applicants must have a genuine desire to help students succeed!

Instructions:

1. Applicant fills out **Part I**.
2. Applicant emails the form to reference (either an instructor or professional reference)
3. Reference fills out **Part II**.
4. Reference submits the form to janessa.ng@fraseric.ca by **the date set in the application**.

Part I: (To be completed by the applicant)

Name of Applicant: _____

Student number: _____

Signature: _____

Part II: (To be completed by the applicant's reference).

To help evaluate this applicant's qualifications for participation in the Guidance Advisor program, your opinion is requested. Please print neatly and email it directly to Janessa Ng (janessa.ng@fraseric.ca) References will be accepted by either an FIC or SFU instructor or an FIC staff member.

1. Using the space provided, please offer any information that will be helpful to us in considering this applicant for admission into the Guidance Advisor program. Please comment on the applicant's strengths and limitations specifically for the program.



2. Give your appraisal of the applicant in terms of the qualities listed below.

	Excellent	Good	Satisfactory	Poor	Insufficient Knowledge (about the applicant)
Oral Communication Skills					
Initiative and Motivation					
Integrity					
Patience					
Leadership Abilities					
Positive attitude					
Maturity					
Teamwork					
Independent Learning/Working Skills					
Ability to Ask For Help					

3. Please indicate your overall endorsement of the applicant:

- ☐ I strongly recommend the candidate for this position
- ☐ I recommend the candidate for this position
- ☐ I recommend the candidate for the position with some reservation
- ☐ I do not recommend the candidate for this position

Reference's Name: _____

Signature: _____

Date: _____