

## High School Internship Program Recommendation Form

*This form should be completed by a personal/professional reference. The person completing this should not be a parent/guardian. A teacher, coach, employer, or someone else who knows you well would be appropriate. **Return this form to Volunteer Services at the address below by Friday, November 13, 2015.***

Applicant's name \_\_\_\_\_

Person giving reference (full name) \_\_\_\_\_

Reference Address \_\_\_\_\_ Phone \_\_\_\_\_

Relationship to applicant \_\_\_\_\_ How long have you known him/her? \_\_\_\_\_

Please describe the applicant's interpersonal skills. \_\_\_\_\_

Please describe the applicant's ability to follow through on commitments. \_\_\_\_\_

Students may work with young children aged 4 to 12. Would you feel comfortable if this student played with your child? (Please circle) Yes No Why? \_\_\_\_\_

When students interact with our visitors, they are viewed as ambassadors of our organization. Do you feel this individual can provide good customer service and act as a positive, professional representative of the Society? (Please circle) Yes No Why? \_\_\_\_\_

Would you recommend this student as an intern at the Minnesota Historical Society?

(Please circle) Yes No Why? \_\_\_\_\_

What additional information would you like to share about this applicant? \_\_\_\_\_

Reference signature \_\_\_\_\_ Date \_\_\_\_\_

**Minnesota Historical Society, Volunteer Services: High School Internship Program**  
**345 Kellogg Boulevard West, Saint Paul, MN 55102-1906**  
**internships@mnhs.org**

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Would you recommend this student as an intern at the Minnesota Historical Society?

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