



8555 Commerce Avenue
San Diego, CA 92121
(858) 566-1200 Fax (858) 566-2711

TO THE APPLICANT:

Please complete the top portion of this form and give this, along with a stamped envelope addressed to Design Institute of San Diego, to the person who will complete this reference form. If the form is submitted electronically, please ask your reference to email the form directly to admissions@disd.edu. This reference must be completed by an employer, instructor, or counselor. Friends and relatives do not qualify as a reference.

Applicant's Name: _____

Date: _____

TO THE REFERENCE:

Thank you for providing a reference for the prospective student (above) applying to Design Institute of San Diego. This is a required admissions document; therefore a prompt and thorough response is appreciated. NOTE: Please remember to sign and date the form prior to sending it. A digital signature is required if the form is sent electronically and may be emailed directly to admissions@disd.edu.

How long have you known the applicant? _____

- In what capacity?
[] Instructor / Educator
[] School Counselor
[] Clergy
[] Employer
[] Co-Worker
[] Other: Describe _____

ACADEMIC AND PERSONAL APPRAISAL

Table with 5 columns: OUTSTANDING, GOOD, NEEDS IMPROVEMENT, NOT OBSERVED, COMMENTS. Rows include: ACCOUNTABILITY, ARTISTIC ABILITY, ATTENDANCE, CREATIVITY, DETAIL ORIENTED, FOLLOWS INSTRUCTION, INITIATIVE, INTEGRITY, INDEPENDENCE, LEADERSHIP ABILITY, MATURITY, POSITIVE ATTITUDE, SELF-MOTIVATED, SPEAKING SKILLS, TEAM PLAYER.

Please give specific examples to any of the above that would help in evaluating the applicant. You may use the back of this form or attach a separate page.

What are the greatest strengths you have observed in this applicant?

What areas of improvement do you feel the applicant needs to address?

Applicant's Name: _____

Date: _____

P2

Do you know of any special circumstances that should be considered when evaluating the applicant's admission to this program? If yes, please comment.

Design Institute of San Diego offers a single degree; a Bachelor of Fine Arts in Interior Design. In your opinion, what makes this applicant a good candidate for this program? Please comment.

What is your overall appraisal of this applicant? Do you recommend them to the program?

Highly Recommend Recommended Hesitant Not Recommended

*****If you choose, you may also include an optional reference letter with this form.*****

Reference Name: _____

Address/City/ST/Zip: _____

Telephone: (____) _____ Email: _____

Place of Employment _____ Position _____

Reference Signature: _____ **Date:** _____