



## Accounting / Finance Internship and Residency Reference Request

\_\_\_\_\_, \_\_\_\_\_ has made application with AHS  
 (Last Name) (First Name)  
 Leadership Development Program for a summer internship or residency employment opportunity. Your confidential evaluation of this individual in regard to the items listed will be appreciated.

**RELEASE AUTHORIZATION** – I authorize any and all persons, companies, educational institutions or agencies having personal knowledge about me, to furnish requestor with any and all information in their possession regarding me in connection with my application. I also hereby release any and all aforementioned individuals or groups responding to such investigation for any damage due to releasing any information they may have regarding me, whether or not it is in their records or otherwise available to them provided it relates to my employment history or other statement made in this application, pertaining hereto. I understand this authorization is to be part of the written employment application that I sign.

\_\_\_\_\_  
 Applicant Signature

\_\_\_\_\_  
 Date

Instructions: Using the following guidelines please rate the applicant in the following general areas by placing an "X" in the appropriate box.

<u>Rating</u>	<u>Performance Descriptor</u>	<u>Developmental Need</u>
<b>Excels</b>	Performance <u>significantly exceeds</u> acceptable requirements	Model for Others
<b>Good</b>	Performance <u>exceeds</u> acceptable requirements	Strength
<b>Average</b>	Performance <u>meets</u> acceptable requirements	Acceptable
<b>Fair</b>	Performance <u>less than</u> acceptable requirements	Developmental Need
<b>Poor</b>	Performance <u>significantly below</u> acceptable requirements	Major Developmental Need
<b>NA</b>	Performance <u>not demonstrated or observed</u>	Unknown

<u>Competency / Behavior</u>	<u>Excels</u>	<u>Good</u>	<u>Average</u>	<u>Fair</u>	<u>Poor</u>	<u>NA</u>
Achievement orientation						
Concern for quality and order						
Initiative						
Interpersonal skills						
Impact and influence on others						
Relationship building						
Teamwork and cooperation						
Analytical thinking						
Conceptual thinking						
Self-control, stress resistance						
Self-confidence						
Flexibility						
Attitude towards supervision						
Professional appearance						
<b>OVERALL RATING</b>						

(over)

Has applicant expressed interest for denominational employment?     Yes     No     Unknown  
Has applicant expressed interest in a health care career?     Yes     No     Unknown  
Has applicant expressed interest in relocation for professional growth?     Yes     No     Unknown

**Applicant's areas of strength or is an example for others in these areas:**

---

---

---

---

**Applicant's developmental needs or growth is needed in these areas to become a respected leader:**

---

---

---

---

**Additional Comments:**

---

---

---

---

**Reference Completed by:**

Signature	Print Name	Date

---

---

**Relationship to Applicant: (Check One)**

- Department / Division Chair of \_\_\_\_\_
- Professor of \_\_\_\_\_
- Employer \_\_\_\_\_
- Professional Associate (describe) \_\_\_\_\_
- Church Related (Pastor or other) \_\_\_\_\_
- Other (specify) \_\_\_\_\_

Please return to:    Amy Zbaraschuk  
                                  AHS VP of Finance, Corporate Controller  
                                  111 N. Orlando Ave.  
                                  Winter Park, Florida 32789

Thank you for taking the time to provide your assessment of this candidate. Your opinions are very valuable in helping us to match applicants with placement openings.