



# Recommendation Form for POAC Scholarship Application

## Pony of the Americas Club, Inc.

3828 S Emerson Ave  
Indianapolis, IN 46203

National Office: 317-788-0107  
www.poac.org

### To the individual making this recommendation:

Your comments will be weighed heavily by members of the Scholarship Review Committee as they evaluate the applicant's qualifications for a POAC Scholarship. Please describe the applicant by checking one (1) statement that is most applicable to him/her beside each quality. Feel free to include a letter with additional information if you prefer.

Please mail directly to: POAC, 3828 S Emerson Avenue, Indianapolis, IN 46203.

***Please postmark by March 1, 2017.***

Name of person reporting: \_\_\_\_\_ Date \_\_\_\_\_

Relationship to applicant: \_\_\_\_\_ (Teacher, Employer, POA member, etc.)

Applicant's Name: \_\_\_\_\_

#### ADJUSTABILITY

- 1. Secure in his/her social relationships and accepted by groups which he/she is a part; notable ability to control emotions.
- 2. Appears to have some anxiety about his/her social relationships, but is well accepted by the groups of which he/she is a part; usually well controlled.
- 3. Shows desire to be accepted by the group, but in general is treated with indifference; neutral.
- 4. Withdrawn, shows withdrawal tendency that prevents his/her being fully accepted by the group.
- 5. Not accepted; has characteristics of personal behavior that prevent his/her being an accepted member of the group.

#### ATTENDANCE or PARTICIPATION

- 1. Distinctly above average; enjoys being active and contributing.
- 2. Seldom misses; always on time.
- 3. Average participation; sometimes late.
- 4. Frequently late or away.
- 5. Avoids participation, seldom contributes time to activities.

#### INITIATIVE

- 1. Shows resourcefulness in working out plans and carrying them through.
- 2. Sometimes shows evidence of originality and advanced plans for carrying through ideas.
- 3. Inclined to take things as they come; has potential and may be capable of self-directed action, if enthused.
- 4. Seldom varies from established initiative and resourcefulness.
- 5. Disturbed by new ideas; tendency to drift without plan or decision; resists change.

#### COOPERATION

- 1. Highly conscious of group welfare, deliberately plans acts of thoughtfulness.
- 2. Generally considerate of others in work and play; cooperates easily.
- 3. Reasonably polite, tactful; average relationships.
- 4. Frequently lacking in consideration for others.
- 5. Indifferent to others, surly or antagonistic.

#### WORK HABITS

- 1. Highly effective; reaches maximum accomplishment for one of his/her ability.
- 2. Adequate; accomplishes all that would commonly be expected for someone of his/her ability.
- 3. Not yet adequate, but shows promise of becoming so.
- 4. Works randomly, not consistent in work habits; wastes time.
- 5. Indifferent to work obligations; seldom completes work.

#### LEADERSHIP

- 1. Habitually shapes the opinions and activities of others; exerts a controlling influence.
- 2. Has a contributing influence upon others, though not controlling.
- 3. Has leadership potential, but influence is limited to small groups.
- 4. Has no definite influence on others, fails to meet leadership responsibilities.
- 5. Avoids assuming leadership; carried along by the nearest or strongest influence.

#### PERSONAL ADJUSTMENT

- 1. Outstanding in taste and appearance.
- 2. Generally careful of appearance and grooming.
- 3. Average in grooming and dress.
- 4. Clean, but careless of appearance and grooming.
- 5. Untidy, carelessly dressed.

#### RESPONSIBILITY

- 1. Shows initiative and versatility in carrying out responsibilities promptly.
- 2. Generally dependable, completes without compulsion whatever is assigned, but unlikely to enlarge the scope of assignments.
- 3. Usually carries through undertakings, requires only occasional reminder or compulsion.
- 4. Requires frequent prodding and much supervision; generally unreliable.
- 5. Irresponsible; tries to evade responsibility.