Sonoma State University, School of Business and Economics  
SBE Career Center  
Mentee Recommendation Form

Name of Applicant _____________________________________________________________

Recommender’s Name ____________________________ Title ____________________________

Position/Organization ________________________________ Phone _______________________

How do you know the applicant? (check all that apply)

☐ As a student in class ☐ As a student in the residence halls
☐ As an employee ☐ As a colleague or supervisor in the workplace
☐ As a student in a campus leadership program ☐ Other ______________________________

How long have you known the applicant? _________________________________________

SBE Mentees are paired up with corporate professionals in a one-semester relationship that will assist them in their professional development and growth. Additionally, they will represent the University, the School and the program to corporate professionals and the community. Please evaluate the applicant’s skills and abilities in each of the following categories.

<table>
<thead>
<tr>
<th>Category</th>
<th>Excellent</th>
<th>Good</th>
<th>Fair</th>
<th>Poor</th>
<th>Unable to Evaluate</th>
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</thead>
<tbody>
<tr>
<td>Ability to communicate articulately</td>
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<td>Time Management</td>
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<td>Enthusiasm and Attitude</td>
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<td>Punctuality</td>
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<td>Reliability</td>
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</table>

What characteristics or qualities can you identify in the candidate that would make him/her a great Mentee? (Please compose response on a separate sheet)

Signature __________________________________________ Date _________________________

Please insert recommendation in envelope. Seal and place signature over seal. Please return to:

School of Business and Economics Career Center  
1801 E. Cotati Avenue, Stevenson Hall 2042  
Rohnert Park, CA 94928  
Fax: (707) 664-4009 or email: tracy.navas@sonoma.edu