Oti
...it works.

FACULTY REFERENCE

(Student's Name) _____ has applied to the Computer Technical Support Program. This is a program run by the Occupational Training Institute (OTI). It is funded by a grant from the David and Lucille Packard Foundation. Students in the program will augment their computer technical skills through a course titled "Customer Service for IT Professionals". They will also get hands-on experience repairing computers that have been donated to the Computer Refurbishing Program. Based upon performance in the program, selected students will then have an opportunity to work in IT industry-based intern positions. We are looking for students who want careers in IT. The emphasis of the program is on the desktop technician who works with computer users to solve problems, install hardware and software, and other computer support tasks.

Please give us your honest opinion of this student's abilities. He/she has waived his/her rights under the Family Education Rights and Privacy Act. This information will not be disclosed to the student.

	Outstanding	Above Average	Average	Poor
Academic Ability	[ ]	[ ]	[ ]	[ ]
Reliability/Attendance	[ ]	[ ]	[ ]	[ ]
Social Skills	[ ]	[ ]	[ ]	[ ]
Oral Communication	[ ]	[ ]	[ ]	[ ]
Written Communication	[ ]	[ ]	[ ]	[ ]
Initiative	[ ]	[ ]	[ ]	[ ]
Ambition	[ ]	[ ]	[ ]	[ ]
Problem Solving Skills	[ ]	[ ]	[ ]	[ ]
Ability to follow directions	[ ]	[ ]	[ ]	[ ]

In your opinion, would this student benefit from this program?_____

_____

_____

Please provide information requested below:

Course: _____ Grade:_____ Qtr/Year: _____

College: _____

Name: _____ Signature:_____

E-Mail Address: _____ Date: _____

Note: This reference is confidential. DO NOT RETURN TO STUDENT. If you have questions, please call 408-864-5713

Mail: OTI - Computer Technical Support Program, 21250 Stevens Creek Blvd. , Cupertino, CA 95014
Interoffice Mail: OTI box in Faculty Mail Room on either Foothill or De Anza campus
Fax: 408-864-8462