The person named above has applied for a volunteer position within the University of Michigan Health System. UMHS offers a variety of volunteer opportunities that include working with infants, children and the elderly. It will help us a great deal if you would carefully answer the following questions to the best of your knowledge and return this form to the applicant in a sealed and initialed envelope as soon as possible. **Note:** References from immediate family members cannot be accepted. The information you provide is held in the strictest of confidence.

1. How do you know the applicant or in what capacity have you known the applicant?

2. How long have you known the applicant (minimum of 6 months **required**)

3. How well do you know the applicant? *(Please circle one.)*
   - Very Well
   - Well
   - Average
   - Little
   - Very Little

4. How does the applicant approach people, cultures or lifestyles different from their own? *(Please circle all that apply)*
   - With:
     - Open mindedness
     - Curiosity
     - Acceptance
     - Caution
     - Judgment
   - Other (please explain):

5. Have you observed the applicant interact with children and/or elderly adults?
   - □ Yes
   - □ No
   - If yes, how would you characterize his/her ability to interact with them? *(Please circle all that apply)*
   - Friendly
   - Engaging
   - Impatient
   - Inconsistent
   - Dependable
   - Creative
   - Caring
   - Well-liked
   - Flexible
   - Understanding
   - Other (please explain):

---

*Volunteer Applicant's Name:*
6. Are you aware of anything that would prevent the applicant from being an effective volunteer? If yes, please explain.

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

7. Keeping in mind the importance of commitment, reliability, stability and good judgment, what overall recommendation do you give this applicant? (Please check one)

___ My highest recommendation

___ I recommend

___ I recommend with reservations (please specify below)

___ I cannot recommend this person to your program (specify below)

Comments:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Printed Name: ___________________________________________________________

Email: ___________________________ Phone: _____________________________

Signature: ___________________________ Date: ____________________________

☐ Please check this box ONLY if you wish to be contacted by UMHS Volunteer Services to share additional information regarding this applicant.

Please return the completed form in a sealed and initialed envelope to the applicant. Thank you!

APPLICANT: Bring your two reference forms to your scheduled Interview Appointment along with all other items on the Interview Checklist.
REFERENCE FORM

VOLUNTEER SERVICES
734-936-4327
umhs.volunteer@umich.edu

Volunteer Applicant's Name: 

The person named above has applied for a volunteer position within the University of Michigan Health System. UMHS offers a variety of volunteer opportunities that include working with infants, children and the elderly. It will help us a great deal if you would carefully answer the following questions to the best of your knowledge and return this form to the applicant in a sealed and initialed envelope as soon as possible. Note: References from immediate family members cannot be accepted. The information you provide is held in the strictest of confidence.

1. How do you know the applicant or in what capacity have you known the applicant?

__________________________________________________________________________

2. How long have you known the applicant (minimum of 6 months required) __________

3. How well do you know the applicant? (Please circle one.)
   Very Well    Well    Average    Little    Very Little

4. How does the applicant approach people, cultures or lifestyles different from their own? (Please circle all that apply)
   With: Open mindedness Curiosity Acceptance Caution Judgment

   Other (please explain):
   __________________________________________________________________________
   __________________________________________________________________________

5. Have you observed the applicant interact with children and/or elderly adults?
   ☐ Yes  ☐ No
   If yes, how would you characterize his/her ability to interact with them? (Please circle all that apply)

   Friendly Engaging Impatient Inconsistent Dependable
   Creative Caring Well-liked Flexible Understanding

   Other (please explain):
   __________________________________________________________________________

Revised: 8/29/17
6. Are you aware of anything that would prevent the applicant from being an effective volunteer? If yes, please explain.

____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________

7. Keeping in mind the importance of commitment, reliability, stability and good judgment, what overall recommendation do you give this applicant? (Please check one)

____ My highest recommendation
____ I recommend
____ I recommend with reservations (please specify below)
____ I cannot recommend this person to your program (specify below)

Comments:
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________

Printed Name: ________________________________________________________________

Email: ___________________________ Phone: _________________________________

Signature:_______________________________________ Date: ________________

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