



Student ID # _____

TOTAL SCORE _____

JOB APPLICATION						
	Excellent	Good	Average	Fair	Poor	Judge Score
1. Completed application with blue/black pen.	10	8	6	4	2	
2. Completed application in its entirety.	10	8	6	4	2	
3. Used legible handwriting.	10	8	6	4	2	
4. Printed appropriate information.	10	8	6	4	2	
RESUME						
	Excellent	Good	Average	Fair	Poor	Judge Score
5. Typed information.	10	8	6	4	2	
6. Included all appropriate information (work experience, educational experience, summary, references.)	10	8	6	4	2	
LETTER OF APPLICATION						
	Excellent	Good	Average	Fair	Poor	Judge Score
7. Typed information.	10	8	6	4	2	
8. Stated position applied for.	10	8	6	4	2	
9. Reinforced qualifications.	10	8	6	4	2	
10. Used at least two paragraphs.	10	8	6	4	2	