



For office use only. APPLICANT NUMBER:	
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"OECU- Doug McKee" Scholarship Application

Reference Letter – School Official (principal, vice-principal, guidance counselor, professor or college/university teaching assistant) or Community/Volunteer Program Supervisor

Thank you for writing this reference letter on behalf of the applicant. The process for selecting the scholarship recipients is a blind process. That is, the selection committee will not know the identity of the applicants as they review the application forms. Therefore, OECU asks that you confine the applicant's identity to the current page of this reference (page 1) and that you not use the applicant's name in the body of the letter on page 2.

**School Official or
Program Supervisor:**

Position of Official:

Re: Applicant's Name:

School or Organization:

Street:

City:

Province:

Postal Code:

On page two of this form, Appendix 1: Reference Letter – School Official, please outline your assessment of this applicant in the following categories:

- i. academic performance or assigned duties/responsibilities and performance of same,
- ii. contribution to the life of the school, organization/program,
- iii. initiative,
- iv. leadership skills,
- v. likelihood of success in the program to which he/she has applied at college or university,
- vi. overall summary.

(_____)

Signature of School OfficialTitle

This reference letter may be completed by one of the following school officials: principal, vice-principal, guidance counselor, professor or college/university teaching assistant or by a community/volunteer program supervisor.



APPENDIX: Page 2

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Reference Letter – School Official or Community/Volunteer Program Supervisor

