

**MONTGOMERY COUNTY PUBLIC SCHOOLS**

**High School Apprenticeship or Internship Program  
Counselor Recommendation Form**

Office of Curriculum and Instructional Programs  
Career and Postsecondary Partnerships  
MONTGOMERY COUNTY PUBLIC SCHOOLS  
850 Hungerford Drive, Rockville, Maryland 20850

**INSTRUCTIONS**

The student named below has applied to participate in the Montgomery County Public Schools (MCPS) High School Apprenticeship or Internship Program, and would like for you to complete this recommendation form. Please return the completed form to the Internship Coordinator in your school, by \_\_\_/\_\_\_/\_\_\_ (date).

**STUDENT INFORMATION**

Student Name (Last, First): \_\_\_\_\_ MCPS Student ID: \_\_\_\_\_

Does this student have an Attendance Intervention Plan  Yes  No

**Print Counselor's Name:** \_\_\_\_\_

	Always	Often	Sometimes	Never
The student exercises sound reasoning to analyze issues, make decisions, and overcome problems.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The student articulates thoughts and ideas clearly and effectively in written and oral forms.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The student is able to organize and prioritize.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The student demonstrates personal accountability and effective work habits, e.g., punctuality, working productively with others, and time workload management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Comments:**

Special Talents or strong points:

Areas in which student may need special assistance

Counselor's Signature \_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_