

INTERVIEWER'S APPRAISAL SHEET

See information on next page before completing. TYPE OR PRINT LEGIBLY

NAME (Last, first, middle)	PROGRAM FOR WHICH APPLYING	DATE
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PERSONAL QUALITIES

DESCRIPTIVE: (Observe the applicant and write 6 adjectives or phrases which you believe to be most descriptive of the applicant)

1.	2.	3.
4.	5.	6.

EVALUATIVE: Consider the applicant as a potential naval officer, and evaluate him on the following:

APPEARANCE AND POISE	*OUTSTANDING	EXCELLENT	GOOD	ADEQUATE	*UNSATISFACTORY
ORAL COMMUNICATION AND EXPRESSION OF IDEAS	*OUTSTANDING	EXCELLENT	GOOD	ADEQUATE	*UNSATISFACTORY
LEADERSHIP POTENTIAL	*OUTSTANDING	EXCELLENT	GOOD	ADEQUATE	*UNSATISFACTORY
YOUR WILLINGNESS TO HAVE INDIVIDUAL SERVE UNDER YOUR COMMAND WHEN COMMISSIONED	PARTICULARLY LIKE TO HAVE	PREFER TO MOST	BE PLEASED TO HAVE	BE SATISFIED WITH	PREFER NOT TO HAVE
	10 9	8 7 6	5 4 3	2 1	0

COMMENTS: (A summary statement evaluating the applicant is required. All extreme ratings marked by an (*) should be further commented upon on this page.)

MOTIVATION

PROGRAM MOTIVATION (Indicate the applicant's motivation for the program for which applying.)	VERY HIGHLY MOTIVATED FOR PROGRAM	DEFINITELY MOTIVATED FOR PROGRAM	MOTIVATED FOR NAVY. PROGRAM NOT IMPORTANT	MOTIVATED FOR COMMISSION PROGRAM AND SERVICE NOT IMPORTANT	UNABLE TO DETERMINE

POTENTIAL

POTENTIAL AS A CAREER NAVAL OFFICER (Complete for all commissioning programs)	OUTSTANDING	EXCELLENT	GOOD	AVERAGE	LESS THAN AVERAGE
	(1)	(2)	(3)	(4)	(5)

COMMENTS: (Supplement or qualify the motivation rating and potential as a career naval officer, as appropriate.)

SIGNATURE OF INTERVIEWER	TYPED OR PRINTED NAME OF INTERVIEWER	GRADE, CORPS (if any DESIGNATOR, BRANCH OF SERVICE)
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INFORMATION FOR COMPLETING INTERVIEWER'S APPRAISAL SHEET

1. The purpose of the interview is to evaluate accurately and impartially the characteristics of the candidate to determine potential as a commissioned officer and motivation toward service in the Navy.
2. The interview should take a minimum of 15 minutes. A period of 15 - 30 minutes is usually adequate, although more time may be necessary on occasion.
3. Discussion topics should draw out the applicant. Suggested topics include: Navy programs, service life, school experience, personal interests, goals in life, current events, sports, family attitude toward application, and any others suggested by a review of the application file.
4. Marking is difficult. Your judgements form an important part of each applicant's file, and usually represent the only personal contact with the applicant reported by an official of the Navy. Be fair and impartial, neither too easy nor too hard on the applicant. Mark only on what you have observed personally, not on the opinions or comments of others.
5. No marks should be put on this form until the interview has been completed.
6. If it appears that the space for comments will not be sufficient, phrases may be used rather than complete sentences.
7. Below is a checklist of characteristics which interviewing officer can observe or adjectives which can be used to describe these characteristics in applicants. This is meant only to assist the interviewer in preparing for the interview and in making a written evaluation afterward. It is not intended to be all-inclusive.

Characteristics/Descriptive Adjectives:**Bearing**

Good posture
Slouch
Forceful
Apathetic
Casual
Formal

Grooming

Careless
Neat
Clean
Unclean
Well-dressed
Inappropriately dressed

Composure

Poised
Awkward
Relaxed
Nervous
Confident
Insecure

Attitude

Sincere
Flippant
Enthusiastic
Indifferent
Cooperative
Uncooperative
Contentious
Pleasant
Forthright
Secretive
Arrogant
Modest

Oral Expression

Articulate
Inarticulate
Responsive
Unresponsive
Taciturn
Loquacious

General Impression

Impressive
Unimpressive
Dull
Interesting
Mature
Immature

Voice Quality

Strident
Soft spoken
Speaks Clearly
Inaudible