# APPLICATION RATING SCALE

|  | Application #1 | Application #2 | Application #3 |
|---|---|---|---|
| **Did the applicant complete all sections of the application? Were there any blank sections?** | | | |
| **Was correct spelling/grammar used?** | | | |
| **Was a pen used to complete the application?** | | | |
| **Was 'Does Not Apply' or 'N/A' used if a question did not apply?** | | | |
| **Was the information printed neatly?** | | | |
| **If indicated, was a resume attached?** | | | |
| **Was the application signed and dated?** | | | |
| **Were any 'troublesome" words such as 'fired' or 'quit'?** | | | |

**Other comments**