

# High School Student Evaluation Form

School Year: 2025-2026

## Before the Interview

### School Chairs need to:

- Coordinate interview days and 30-minute time slots with the Counselor and the team members. If your school has multiple interview sessions, due to RSF's ranking methodology, emphasize to Counselors the need for the same number of interviewees to be scheduled in each interview session.
- Double-check the following:
  - That each student meets the minimum GPA (High School: weighted academic) and the Student Aid Index (SAI) requirements.
  - That at least one academic LOR is included for High School applicants.
- Provide each team member with a list of the students they will interview including:
  - Kaleidoscope application by downloading from K.
  - Each student's SAI for review prior to an interview session.
  - Application Summary provided to you by the Tech Committee
- Coordinate with team members when and where to meet for carpooling on day of interview; and establish the interview approach.

### Each Interview Team Member needs to:

- Prior to an interview session read and review the entire Kaleidoscope application for each student you are scheduled to interview. Your Team Chair will electronically provide copies of the applications for those students. Use the application summaries provided by your Team Chair to complement your review of the application and interview of each student applicant.
- Print either a High School Evaluation form or a Community College Evaluation form for each student.
- On each Evaluation Form enter the Applicant Name and the School Name, enter the SAI scores sent from the school chair and the GPA from the scoring table.
- As you read each application summary/application, put initial scores on the evaluation form where you can. Final scores will be arrived at through discussion after the interview.
- Please put a checkmark (✓) at the bottom of the evaluation form with a student's area of interest or note if the student's personal story is compelling.
- Write down questions you have that will help you further evaluate this student. Your questions should be generated from your reading of the application. The application contains a wealth of information about the interviewee; it should trigger your desire to know more about the student.

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## The Interview

### Meet with the applicant:

- Allow 30 minutes for each interview; 15-20 minutes for the actual interview and the remaining time for team discussion and scoring the applicant.
- School chair introduces interview team and asks the opening question
- Team members rotate turns in asking questions, either triggered by the previous question, or opening a new area of questioning.
- It is expected that the team will have multiple rounds of questions.
- Close the interview by asking if the applicant has any questions of the team or process.
- At the bottom of the evaluation form check (✓) the categories that apply to your candidate. Story is a compelling story that the applicant shared with you.

### Evaluate the applicant:

- Did the authenticity of what they said in the interview match what they said in their application?
- If the team cannot come to a consensus on a number, then an average (round up) will be taken. The final number must be approved by the entire team.

## After the Interview

### School Chairs need to:

- Rank order the students (highest score) that were interviewed by the team(s) in your school and record on the Rollup Sheet. If there were two teams at a school (A and B), coordinate rankings with the other leads. Take the number 1 rank from interview session A and include the number 1 rank from interview session B, so you have two eval sheets ranked one. Continue with each ranking.
- Record the final total score and ranking of the Rollup Sheet for reach student interviewed. (The Technical committee will identify candidates who applied for add-on awards after Board approval.)
- Record on the Rollup Sheet those candidates who are possible Rotary recipients (Rotary or Key Club), entering the medical field, computer/engineering, intercultural understanding and education.
- Record on the Rollup Sheet those candidates who have compelling stories that RSF could use for publicity and fundraising.

## Suggested Interview Questions

The following questions are suggestions within the specific categories that can be helpful in awarding evaluation points. Please feel free to pose your own questions or re-word them to ascertain the information you need to complete the evaluation form. Interview questions should focus/expand on information not found in the application.

### Opening/Warm-Up Questions

1. The Chair opens with a question gleaned from the application that is individual to the applicant.
2. What community college, college, university or vocational training school have you applied to and why these schools? Where have you been accepted?

### Economic Need Questions

These are questions that may elicit information concerning the student's family earning capacity, income, low wage/high wage jobs, family employment, multiple jobs, parent(s), and applicant work.

1. Describe your typical responsibilities and activities outside of school hours.
2. Tell us about your family, their employment situation and whether they can financially contribute to your continued education.
3. Do you currently work inside and/or outside the home? How many hours a week? How has it affected your academics and participation in school and/or community activities? Will you have to work to continue your education?

### Academic Success Questions

These are questions that may elicit information concerning the student's desire to learn, take advanced courses, tackle challenging assignments, and continue to pursue learning at some vocational or college level.

1. What attracted you to your current or potential major?
2. What are your educational goals?
3. What subject was your favorite? Why? Is there a subject that you struggled with, faced it head on and overcame that struggle?

### Qualities, Challenges, & Attributes

1. Please expand on what skills or talents you possess that will enhance your future education
2. Explain a family, social, community or school situation, in which your leadership made the difference. What was accomplished?
3. Are there any challenges you face now or have faced? If yes, how does/did it affect you?
4. Tell us about a time things did not go as you planned. What would you have done differently? What did you learn?
5. How are you able to juggle your school academics, clubs and family responsibilities?
6. What would be your dream job and why?
7. What else would you like us to know about you.