

# Graduate Programs Educational Leadership and Administration

## Administrative Assessment Form / Self Assessment

**To the Applicant:** Please complete this self assessment form and return it with your application to the [University Admissions Office](#) of Cairn University. The Commonwealth of Pennsylvania and the Educational Leadership and Administration Program identify the competencies listed below as critical for effective principals. Please circle the number on the continuum where you rate your ability level. Comment under each section as warranted.

Applicant's Name: \_\_\_\_\_

### PERSONAL MOTIVATION FOR EDUCATIONAL GOALS

Not Motivated      1      2      3      4      5      6      7      8      9      10      Highly Motivated

Comments: \_\_\_\_\_

### SPIRITUAL MATURITY

Immature      1      2      3      4      5      6      7      8      9      10      Mature

Comments: \_\_\_\_\_

### PROBLEM SOLVING

Poor      1      2      3      4      5      6      7      8      9      10      Excellent

Comments: \_\_\_\_\_

### SENSITIVITY TO OTHERS

Insensitive      1      2      3      4      5      6      7      8      9      10      Highly Sensitive

Comments: \_\_\_\_\_

### ORAL COMMUNICATION

Poor      1      2      3      4      5      6      7      8      9      10      Excellent

Comments: \_\_\_\_\_

### WRITTEN COMMUNICATION

Poor      1      2      3      4      5      6      7      8      9      10      Excellent

Comments: \_\_\_\_\_

### STRESS TOLERANCE

Low      1      2      3      4      5      6      7      8      9      10      High

Comments: \_\_\_\_\_

**RANGE OF INTERESTS**

Narrow                    1            2            3            4            5            6            7            8            9            10            Wide

Comments: \_\_\_\_\_

**PERSONAL JUDGMENT**

Poor                    1            2            3            4            5            6            7            8            9            10            Sound

Comments: \_\_\_\_\_

**INTERPERSONAL COMMUNICATION**

Poor                    1            2            3            4            5            6            7            8            9            10            Excellent

Comments: \_\_\_\_\_

**TECHNOLOGICAL PROFICIENCY**

Poor                    1            2            3            4            5            6            7            8            9            10            Excellent

Comments: \_\_\_\_\_

**LEADERSHIP ABILITY**

Weak                    1            2            3            4            5            6            7            8            9            10            Superior

Comments: \_\_\_\_\_

**DECISION MAKING**

Indecisive            1            2            3            4            5            6            7            8            9            10            Very Decisive

Comments: \_\_\_\_\_

**ORGANIZATIONAL**

Unorganizaed        1            2            3            4            5            6            7            8            9            10            Highly Organized

Comments: \_\_\_\_\_

**PERSONAL INTEGRITY**

Low                    1            2            3            4            5            6            7            8            9            10            High

Comments: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (                    ) \_\_\_\_\_ Email: \_\_\_\_\_