

# Outstanding Military Scholar Award Interview Rubric

NAME OF NOMINEE (LAST, FIRST)

CONGRESSIONAL DISTRICT

Quality Criteria	Meets Quality Standards	Points	Meets Minimal Standards	Points	Does Not Meet Minimal Standards	Points
<b>First Impressions</b>	Appearance is professional. Choice of clothing is appropriate for any interview. Very well groomed.	<b>5</b>	Overall appearance is neat. Choice of clothing is appropriate for this type of interview. Attempt at grooming evident.	<b>3</b>	Overall appearance is somewhat untidy and not professional. Choice of clothing is inappropriate (shirt untucked, t-shirt, shorts, too much jewelry, torn edges on pant hems, etc.) Poor grooming.	<b>1</b>
<b>Greeting</b>	Professional behavior and language ("hello", "thank you", eye contact, etc.) Friendly and courteous to all involved in the interview.	<b>5</b>	Greeting is appropriate, but casual (uses "hi"). Uses some eye contact. Friendly and courteous to all involved in the interview.	<b>3</b>	Little or no eye contact. Unfriendly and not courteous to those involved with the interview.	<b>1</b>
<b>Poise</b>	Good posture (sitting straight and up to the table) Nice tone of voice.	<b>5</b>	Fair posture (i.e. no slouching, but sitting back in chair, away from the interview table) Good tone, but answers somewhat hesitant.	<b>3</b>	Poor posture. Distracted. Little to no eye contact used.	<b>1</b>
<b>Responding to Questions</b>	Thorough answers to questions. Good volume, grammar, and vocabulary used. Speaks clearly. Uses appropriate speed when speaking. Speaks with confidence.	<b>5</b>	Answers are acceptable and accurate. Attempt made to answer questions. Some eye contact used. Some nervous fidgeting.	<b>3</b>	Inappropriate answers to questions or does not attempt to answer questions. Speaks too softly or mumbles. Uses inappropriate vocabulary in responses (slang, etc.)	<b>1</b>
<b>Preparation</b>	On time for interview. Prepared for questions. Comfortable and familiar with all elements of application. Asks appropriate questions.	<b>5</b>	On time for interview. Not prepared for all questions. Good attitude.	<b>3</b>	Late for interview. Shows poor attitude, or lack of interest.	<b>1</b>
	<b>Add total circled points</b>		<b>Add total circled points</b>		<b>Add total circled points</b>	

Total points \_\_\_\_\_

NAME OF EVALUATOR

SIGNATURE OF EVALUATOR

DATE