

Note: All application materials available on this website are for informational purposes only and are not to be utilized for application to this program. If interested in applying to this program, please discuss next steps with your academic advisor or enrollment counselor to use our Epicor system for supplemental application submission.

LC PTA Interview Rubric (Updated 11/17)-

Criteria	1	3	5	Score/Comments
Appearance	Overall appearance is untidy; inappropriate clothing choices; poor grooming	Overall appearance is neat; acceptable clothing choice; well groomed	Overall appearance is very neat; job interview appropriate clothing; well groomed; clinic appropriate or business-like appearance	
Greeting	Unacceptable behavior and language; unfriendly	Acceptable behavior, well-mannered, courteous; professionalism lacking	Professional behavior and language; friendly and courteous	
Communication	Presentation shows lack of interest; speaking unclear; inappropriate volume	Showed some interest; speaking unclear; minimal knowledge of job; varied volume	Very attentive; speaking clearly; enthusiasm for profession/program conveyed; business-tone volume	
Body Language	Fidgeting; lack of eye contact; slouching	Minimal fidgeting; overall eye contact; occasionally slouching	No fidgeting; good consistent eye contact; upright posture	
Responding to Questions	Inappropriate/inaccurate answers to questions; did not answer all questions	Answers are acceptable and answers all questions	Thorough, appropriate answers to questions	
Asking questions	No questions asked	Asked questions unrelated to profession/program	Asked questions related to profession/program showing	

			evidence of research into field	
General Attitude	Lack of interest and enthusiasm; passive/indifferent	Shows basic interest and some enthusiasm	Appropriately interested and enthusiastic about interview process	
Timeliness	5-10 min late to interview; offers apology	On time to interview, prepared	Arrives 10 minutes early to interview, prepared	
Politeness	Student interrupts/hurries interviewers several times, does not thank interviewers	Student interrupts/hurries interviewers 1-2 times during interview; thanks interviewers	Student never interrupts/hurries interviewers; thanks interviewers	
Integrity/Sincerity	Responses are inconsistent, claims seem to be exaggerated, lacking sincerity	Responses generally consistent; specific examples provided consistently; shows sincerity	Responses all consistent; uses concrete, specific examples; shows sincerity with all answers	

****Adapted from Louisiana College PTA Program Admissions Rubric 2016*