



NASA Astronaut Candidate (ASCAN) Applicant Qualifications Inquiry

Astronaut Selection Office (ASO)
Lyndon B. Johnson Space Center

Houston, Texas

ASO Manager: Tamsin Abotteen
Deputy Manager: Debbie Curtis

Privacy Act Statement

Pursuant to the Privacy Act of 1974, 5 U.S.C. & 552a, the following statement is furnished to individuals applying to become NASA astronauts.

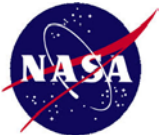
***Authority:** This collection is authorized by 51 U.S.C. 20113(a), and 5 U.S.C. & 3301 et seq.*

***Purpose:** Records in this system are used by NASA to facilitate processes and procedures associated with the recruitment, evaluation, and selection of United States astronaut candidates, as defined in 14 CFR 1214, Subpart 1214.11 (NASA Candidate Recruitment and Selection Program).*

***Routine Uses:** Use and disclosure of records within and outside of NASA may occur in accordance with routine uses and NASA Standard Routine Uses described in the system of records notice (SORN) Astronaut Candidate Selection Records (NASA 10ACSR), published at <https://www.federalregister.gov/documents/2023/11/30/2023-26354/privacy-act-of-1974-system-of-records> and as permitted by the Privacy Act of 1974, as amended (5 U.S.C. 552.a(b)).*

***Effect of Nondisclosure:** Supplying the information is voluntary on your part. However, failing to provide all or part of the information may prevent an accurate and timely decision on your application.*

***Paperwork Reduction Act Statement:** The public burden to complete this information collection is estimated at 20 minutes per response, including time for reviewing instructions, searching data sources, gathering and maintaining the data needed, and completing and reviewing the collected information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Astronaut.Selection@NASA.GOV. Current information regarding this collection of information - including all background materials can be found at <https://www.reginfo.gov/public/do/PRAMain> by using the search function to enter either the title of the collection or 2700-0156*



INSTRUCTIONS

Greetings, and thank you for your participation in the NASA Astronaut Selection process! Your input into the evaluation of this NASA Astronaut Candidate will provide us with significant information used to determine their suitability for participation in the ASCAN program. We would appreciate you completing this evaluation as honestly and completely as possible.

On the following pages, you will find six (6) survey items. On the first page, please indicate how long and in what capacity you know the Astronaut Candidate applicant, and on subsequent pages, you will be presented with questions regarding your knowledge of the applicant's capabilities, attributes and skills. The categories are as follows:

- Professional Capabilities
- Personal Attributes
- Leadership Skills (*if applicable*)
- Teamwork Skills
- Your Overall Impression of the applicant

You may complete this form by hand or using your computer:

- If by hand, please use indelible (preferably **black**) ink to complete this survey, coloring in or otherwise heavily marking the rating circles provided.
 - Send completed form via email to Astronaut.Selection@NASA.Gov
 - OR-
 - Mail completed form to:
Astronaut Selection Office, Mail Code: AH-111
Johnson Space Center, Houston, Texas 77058
- If by computer, please use the latest version of [Adobe Acrobat or Acrobat Reader](#)
 - Click the "Complete & SEND" button at the bottom of the form to send the completed form to the Astronaut Selection Office

You will be rating the applicant **on a scale of one (1) to five (5)**, with **1** being the **LOWEST** and **5** being the **HIGHEST**.

In addition to the aforementioned numerical scale, space is provided for you to respond – in your own words – to specific questions related to the categories listed above. We ask that you be as detailed or succinct as you desire, but again, as completely as possible. If more space is needed than is provided, please include additional attachments, ensuring that they are labeled with the category you are addressing.

We respectfully request that you complete and return this inquiry **within 15 days** of its receipt, as this information is needed for selection activities that are currently underway. The time to complete this inquiry is estimated to be 20 minutes, depending on the length of your narrative responses.

If you have any questions or concerns regarding this evaluation, or if you experience any problems, please send us an email at Astronaut.Selection@NASA.Gov, or call the NASA Astronaut Selection Office at +1-281-483-5907.



Step 1 - Establish Reference History

OMB PRA Control Number: 2700-0156

How long have you known the applicant?

 years

In what capacity have you known the Applicant?

- Professional
 Personal

May we contact you for additional information?

- Yes No

Please provide details regarding your relationship with this applicant:

Paperwork Reduction Act Statement: This information collection meets the requirements of 44 U.S.C. § 3507, as amended by Section 2 of the Paperwork Reduction Act of 1995. You do not need to answer these questions if we fail to display a valid Office of Management and Budget (OMB) control number.

The OMB control number for this collection is **2700-0156** and expires on **4/30/2023**. We estimate that it will take 20 minutes to read the instructions, gather the facts and answer the questions. Send only comments relating to our time estimate to: NASA Astronaut Selection Office (Astronaut.Selection@NASA.GOV), or call (281) 483-5907.



Step 2 - Rate Professional Capabilities

OMB PRA Control Number: 2700-0156

Please complete the following evaluations by providing a rating from 1 to 5 in each of the categories (1 is lowest, 5 is highest). If you have not observed the characteristic, please check the box marked N/A:

	(Low) 1	2	3	4	(High) 5	N/A
Technical - Quality, diversity and breadth of technical knowledge in their chosen profession	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Experience - Quality, diversity and breadth of professional experience in their chosen profession	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Operational - Has the capacity and technical skills to address real-time and possibly dynamic situations - can think on their feet	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Planning - Establishes a plan, guided by resources, arranges and executes tasks efficiently to meet goals, and follows to completion	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Situational Awareness - Is able to follow and understand the overall status of a situation based on available information - has the big picture	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Problem Solving - Follows a logical and proper course of action based on best use of resources and information	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

If possible, please give examples of a time when the candidate exhibited these Professional Capabilities:



Step 3 - Rate Personal Attributes

OMB PRA Control Number: 2700-0156

Please complete the following evaluations by providing a rating from 1 to 5 in each of the categories (1 is lowest, 5 is highest). If you have not observed the characteristic, please check the box marked N/A:

	(Low) 1	2	3	4	(High) 5	N/A
Accountability - Responsibly completes assigned tasks, openly admits shortcomings and accepts responsibility for mistakes	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Discipline - Functions within operational, regulatory, and organizational guidelines	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Self Improvement - Motivated to improve technical, professional and teamwork skills, and accepts and acts on feedback	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Personal Conduct - Represents employer, colleagues and profession favorably	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Tolerance - Displays an understanding and acceptance of other cultures, organizations, professions, etc.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Stress Management - Maintains personal capabilities and skills in a stressful or dynamic environment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Communication - Openly and efficiently exchanges information, actively listens and respects dissenting views	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Self Management - Understands personal limitations and knows how to maintain personal well being in unfamiliar situations or circumstances	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Conscientiousness - Exhibits positive and constructive disposition, very motivated	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

If possible, please give examples of a time when the candidate exhibited these Personal Attributes:



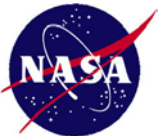
Step 4 - Rate Leadership Skills

OMB PRA Control Number: 2700-0156

Please complete the following evaluations by providing a rating from 1 to 5 in each of the categories (1 is lowest, 5 is highest). If you have not observed the characteristic, please check the box marked N/A:

	(Low) 1	2	3	4	(High) 5	N/A
Leadership - Empowers a team to achieve goals while being respectful to all members of the team	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Instructing/Mentoring - Shares information, gives feedback, encourages team members to reach full potential - does not take credit for others efforts	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Adaptive Leadership - Is able to adapt style of leadership if required by an unexpected or dynamic situation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

If possible, please give examples of a time when the candidate exhibited these Leadership Attributes:



Step 5 - Rate Teamwork Skills

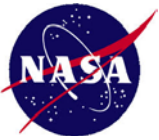
OMB PRA Control Number: 2700-0156

Please complete the following evaluations by providing a rating from 1 to 5 in each of the categories (1 is lowest, 5 is highest). If you have not observed the characteristic, please check the box marked N/A:

	(Low)				(High)	
	1	2	3	4	5	N/A
Followership - Loyal to the leader and team, and places team goals above personal goals - no personal agenda	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Team Building - Develops strong, professional relationships with other team members	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Team Participation - Actively participates and contributes to team goals, acts as a team player	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

If possible, please give examples of a time or event when the candidate exhibited good Teamwork Skills:

Does the applicant have any weaknesses or undesirable characteristics, personal or professional, omitted from or not adequately covered by the preceding items, including any issues with alcohol or substance abuse?



Step 6 - Rate Overall Impression

OMB PRA Control Number: 2700-0156

Please give your overall impression of the candidate for a stressful and high visibility position:

Do not Recommend	Some Doubts and Reservations	About Average	Better than Average	Definitely Superior
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Please provide any additional comments or insight you might have on this applicant: