

## GRADUATE STUDIES

### Directions to the Applicant

Please provide a stamped self-addressed envelope to the recommender together with this form. Once you have received three letters of recommendation in their sealed envelopes, include them with the completed application packet and send all materials directly to the Office of Graduate Studies and Research. These letters of recommendation will be held in confidence by the University and will be used only in the admission decision process. Do not mail the letters of recommendation separate from the application packet.

### Part A: TO BE COMPLETED BY THE APPLICANT

(please print) Last Name	First	Middle Initial	Social Security No.
Degree and/or Certification Program to which you are applying			Today's Date

### Part B: TO BE COMPLETED BY THE RECOMMENDER

We would appreciate your assessment of the applicant's academic and professional promise. Your ranking of the applicant on the following characteristics will be one of several criteria used in making an admission decision. Please use this rating scale.

- 5 - outstanding
- 4 - above average
- 3 - average
- 2 - below average
- 1 - poor
- 0 - no basis for judgment

Ability to express himself/herself orally	5	4	3	2	1	0
. . . in writing	5	4	3	2	1	0
Emotional Maturity	5	4	3	2	1	0
Initiative	5	4	3	2	1	0
Intelligence	5	4	3	2	1	0
Potential for Service in the Field	5	4	3	2	1	0
Seriousness of Purpose	5	4	3	2	1	0

How long and in what capacity have you known the applicant? \_\_\_\_\_

**SUMMARY EVALUATION:** Please address the candidate's strengths and weaknesses as they relate to graduate study.

**Please return this completed form to the applicant in a sealed envelope.**

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Signature

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Printed Name

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Position and Institution

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Address

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