

# Summer Programs for Undergraduate & Graduate Research Letter of Recommendation

**Applicant:**

Complete this section only. Type or print legibly all information requested. Then give this form and stamped, self-addressed envelope to the faculty member you have asked to recommend you. The recommender can return the completed form to you in a *sealed* envelope for inclusion with other application materials or may send the letter under separate cover.

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

E-mail Address \_\_\_\_\_ *first, middle, last* Phone Number \_\_\_\_\_

Recommender's Name \_\_\_\_\_ Department \_\_\_\_\_

In accordance with the Family Education Rights and Privacy Act of 1974, you may waive your right to inspect this recommendation by signing the statement below. Should you decide not to waive the right, you will have access to the recommendation if you become a program participant.

*I hereby waive my right of access to this information.*

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

**Recommender:**

Please type or print legibly. Return this form and your evaluation to the student in a *sealed* envelope or mail to the address listed below.

1. How long and in what capacity have you known this applicant? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Using a 10-point scale, please rate this applicant:

Poor (1-3)      Fair (4-5)      Good (6-7)      Excellent (8-9)      Outstanding (10)      Not able to judge (N/A)

Academic Performance \_\_\_\_\_ Creativity and Originality \_\_\_\_\_

Intellectual Potential \_\_\_\_\_ Motivation for Graduate Study\* \_\_\_\_\_

\* Versus aspiration to attend professional (e.g., medical) school

3. On a separate page, please write candidly about the student's qualifications and potential for research as well as academic success. In describing such attributes as motivation, intellect and maturity, discuss both strong and weak points.

Recommender's Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_ Title \_\_\_\_\_

Institution Name \_\_\_\_\_ Phone Number \_\_\_\_\_