

# Letter of Recommendation

**Name of Applicant:** \_\_\_\_\_

To the Applicant: Please indicate your full name above. Give this form to your recommender.

To the Recommender: Please respond to the following questions. Please type or print. After completing this form, place it in the envelope, seal the envelope, sign across the seal, and return it to the applicant.

**Name of Recommender:** \_\_\_\_\_

**Title and Institution:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**E-mail address:** \_\_\_\_\_

1. How long have you known the applicant? \_\_\_\_\_

2. What was the nature of your relationship? \_\_\_\_\_

3. Please comment on the applicant's academic attainments. \_\_\_\_\_

4. Please comment on the applicant's personal character. \_\_\_\_\_

5. Please indicate your overall evaluation of the applicant.

Strongly recommended       Recommended

Recommended with reservation       Not recommended

6. Please make whatever additional comments you wish. An additional page may be attached.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_