

**Indiana University  
The University Graduate School  
Recommendation for Admission\_\_\_\_, Fellowship\_\_\_\_, Assistantship\_\_\_\_**

Mail the completed form to: Graduate Admissions Chair

Deadline: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**I. Applicant:** Complete this section and fill in the above deadline as well as name and address of the department to which you wish this form to be sent. The addresses of the degree programs can be found on the departmental page of the Electronic application you filled out.

**APPLICANT:**

Name \_\_\_\_\_  
Degree sought \_\_\_\_\_

**RECOMMENDER:**

Name \_\_\_\_\_  
Title \_\_\_\_\_  
Department \_\_\_\_\_  
Institution \_\_\_\_\_  
City, State, Zip Code \_\_\_\_\_

The Family Educational and Privacy Act of 1974 opens many student records for the student's inspection. The law also permits the student to sign a waiver relinquishing his or her rights to inspect letters of recommendation. The applicant's signature below indicates the choice.

I hereby waive my right to access to the information recorded below.  
Signature, date \_\_\_\_\_

I do not waive my right of access to the information recorded below.  
Signature, date \_\_\_\_\_

**II. RECOMMENDER:** Under the Provisions of the Family Educational Rights and Privacy Act of 1974, this applicant (if admitted and enrolled) will have access to the information provided unless he or she has waived such access.

After responding to the items below, please comment specifically on the applicants strengths and limitations for graduate study. You may use the other side of this form or attach a letter.

1. How long and in what capacity have you known the applicant? \_\_\_\_\_
2. Rate the applicant in comparison with the approximately \_\_\_\_\_ students you have known at this level (e.g., graduating seniors, M.A. students) in the applicant's discipline. These ratings should complement but not replace your comments on the other side of this form or in your attached letter.

	Truly Exceptional (Top 1%)	Outstanding (Top 5%)	Excellent (Top 10%)	Very Good (Top 25%)	Above Average (Top 50%)	Below Average (Lower 50%)	Unable to Comment
Intellectual potential							
Ability to plan and conduct research							
Creativity and originality							
Knowledge in chosen field							
Ability to work independently							
Teaching potential							
Motivation for graduate study							
Overall potential for graduate work							

3. Indicate the strength of your overall endorsement by placing an "X" along the following scale:

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Highly Recommended                      Recommended                      Recommended with some reservations                      Not Recommended

Signature \_\_\_\_\_

Date \_\_\_\_\_