

Report on Graduate Applicant

INSTRUCTIONS TO APPLICANT: Please complete the information requested below, and give this form to an appropriate person who is familiar with your educational background and abilities. *Please type or print.*

Name of Applicant _____
Last Name First Name Middle Name

Purpose of this Report (check one or both): Admission Graduate Employee Position

Department: _____ Degree Objective: _____

Department Mailing Address: _____ Department Phone #: _____

Under the Federal Law entitled the *Family Educational Rights and Privacy Act of 1974* and the *University of Oregon Student Record Policy*, registered students are given the right to inspect their records, including letters of recommendation. Should you wish to waive your right to have access to this evaluation, you may do so by signing the waiver below. In any case, all evaluations will be carefully considered.

I expressly waive any rights I might have to access this recommendation under the *Family Educational Rights and Privacy Act of 1974* and the *University of Oregon Student Record Policy*, or any other law, regulation, or policy. I understand that the University of Oregon does not require me to execute this waiver and is willing to review my application whether or not I sign below.

Signature: _____ Date: _____

To the person making the evaluation: As required by the *Family Educational Rights and Privacy Act of 1974* and the *University of Oregon Student Record Policy*, a student may either elect to waive or not to waive the privilege of viewing this recommendation form. If the student has not signed the above waiver, you should consider this form to be non-confidential.

Report on Graduate Applicant, page 2

To the person furnishing this recommendation: Please use this form for your recommendation and return it directly to the department named on the front of this form.

- Please assess the candidate's qualifications and promise as a graduate student. Of particular interest are your estimates of the applicant's intellectual ability and originality of mind; motivation and capacity for independent study, creative research, and/or acquiring professional skill; quality of any professional accomplishments to date; and your judgment of their character and personality.

(Continue of additional sheet if necessary)

- Please rate the applicant on the qualities listed below by an X, and add any comments you think would be helpful. Use as your standard of comparison, other graduate students in this field at your institution.

	Upper 1-2%	Upper 5%	Upper 10%	Upper 25%	Upper 50%	Upper 75%	No Basis for Judgment
Intellectual ability							
Academic preparation							
Independence of thought							
Judgement and maturity							
Industry and motivation							
Effectiveness of oral communication							
Effectiveness of written communication							

- Potential of the applicant as a graduate employee (teaching, research, administrative).

Exceptional
High
Adequate
Low
No basis for judgment

Concerning this applicant for: Graduate admission A graduate employee position

I make the following recommendation:

Strongly Recommend
Recommend
Recommend with Reservations
Do Not Recommend

Comments:

Signature: _____ Date: _____

Name: _____ Title: _____

Institution: _____

Address: _____