

# Graduate Studies Admission Recommendation Form

## To Applicants:

Three letters of recommendation must be forwarded for all degree and certificate-seeking applicants. Letters should be submitted by individuals who are familiar with the student's academic and professional background. Non-matriculant and non-degree students are not required to submit recommendations. All recommendations become the property of Gannon University and cannot be returned to the applicant nor forwarded to a third party.

Please complete the top portion of this form before requesting a reference.

First Name	Middle Name	Last Name	XXX-XX- Social Security
Number Address (Number and Street)		City	State Zip/Postal Code
Applicant's Degree Granting School		Graduate Program Applying For	

## Waiver of Access

I have requested that this report be filed by school officials for use in the admissions process by officials of Gannon University. In accordance with the Family Educational Rights and Privacy Act of 1974, I have indicated my intention regarding access to these reports by checking one of the following options:

- I waive access to this report which shall therefore be considered confidential.
- I do not waive access to this report.

Signature

Date

## To Person Providing the Reference:

The information that you supply concerning this applicant will be used in the screening and final ranking of applications. No application will be considered without this information. We pay careful attention to the evaluation of this candidate your cooperation is appreciated.

**Please return this completed form to: Office of Graduate Admissions, Gannon University, 109 University Square, Erie, PA 16541-0001.**

Note: If the student has agreed to the waiver printed above, we will preserve the strict confidentiality of this document and it will be made available only to University officials. If the student has not agreed, this report will be made available to the student upon request, if the student matriculates at Gannon University.

Name

Title

Place of Employment

Phone Number (Including Area Code)

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

In what capacity do you know the applicant? \_\_\_\_\_

Please complete the chart below comparing the applicant with other persons of similar age and status.

	Below Average	Average	Good	Outstanding	Exceptional	No Basis for Judgement
	1	2	3	4	5	N/A
Intellectual Ability	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Scholarship	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Oral Expression	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Written Expression	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Industry	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Emotional Stability	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Motivation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Research Aptitude	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ability to Get Along with People	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Please tell us in narrative form why the applicant has received the foregoing evaluations. Reference to specific events or unusual circumstances may provide us with added insight into the strength or weakness of the applicant. If you prefer to write a separate letter, please attach it to this form.

Signature

Date



*Believe in the possibilities.*