



**Applicant:** The Family Rights and Privacy Act of 1974 provides that certain educational records may be open to students at their request. The Act also provides that the institution may request, but not require, the student to waive his/her right to read confidential recommendations. Please indicate below whether or not you will waive your right to read this confidential recommendation and sign your name.

I do \_\_\_ I do not \_\_\_\_\_ waive my right to read this confidential recommendation.

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

**Recommender:** If you receive this form via email the applicant has indicated to you if they would like to waive or not waive their right to see your recommendation. Please check your original email for the waiver information referred to above and check the appropriate box above for the applicant.

**To the person completing this reference:** Roberts Wesleyan College reviews my academic records and recognizes that these cannot in themselves predict my personal and professional promise, so I am asking you to present a reference that is directed to such concerns as initiative, leadership, ability, responsibility, integrity, social adjustment, professional practice, and professional interest and goals. Your willingness to serve as a reference is appreciated.

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**Mail to:** Roberts Wesleyan College | AGE Admissions Office | 2301 Westside Drive | Rochester, NY | 14624  
**Scan and email to:** [AGE-Admissions@roberts.edu](mailto:AGE-Admissions@roberts.edu) -*subject line* "Recommendation – AGE Admissions Office"  
**Fax to:** 585.594.6611 - *with the subject* "Recommendation – AGE Admissions Office"  
**For questions call:** Phone: 585.594.6600 or 800.777.4792 (toll free)

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Applicant Name \_\_\_\_\_

Applicant Program \_\_\_\_\_

Please select the type of recommendation the applicant has asked you to provide:

- Academic
- Professional

In what capacity do you know the applicant and for how long?



Please rate the applicant based on the following criteria:	Excellent 4	Above Average 3	Average 2	Below Average* 1	No Basis for Judgment
A. Emotional Stability					
B. Self Confidence and Assertiveness					
C. Ability to accept constructive criticism					
D. Intellectual Ability					
E. Oral Communication Skills					
F. Written Communication Skills					
G. Interest and Motivation for the Profession					
H. Ability to Form and Maintain Positive Relationships					
I. Ability to Work with Div Groups					
J. Leadership Qualities					
K. Values & Ethics consistent with Profession					

\*Please explain how you would evaluate this applicant accordingly per criteria above:

In terms of her/his **emotional** readiness for graduate study in his/her intended field (A, B, and C above)?

In terms of her/his **academic** readiness for graduate study in his/her intended field (D, E, and F above)?

In terms of her/his **professional** readiness for graduate study in his/her intended field (G, H, I, J and K above)?

**Indicate your summary evaluation by placing an X in the appropriate spot on the line below:**

\_\_\_\_\_

Highly Recommend      Recommend      Recommend with Reservations      Do No Recommend

Name (please print) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

Position/Occupation \_\_\_\_\_

Name of Organization \_\_\_\_\_

**Thank you for your cooperation. Your prompt reply is appreciated.** Roberts Wesleyan College admits students to all programs and activities, and administers all educational, employment, and other policies without discrimination of race, color, sex, religion, national or ethnic origin, or handicap.