

RECOMMENDATION FORM FOR GRADUATE APPLICANTS

**This form may be used in lieu of a separate letter of recommendation. Feel free to make copies as necessary.*

Recommendation Evaluation For:

Name: _____
Last
First
Middle

I waive access to this report which shall be considered confidential.

Social Security Number: _____ - ____ - ____

Signature of Applicant

Date

To the Recommendor:

This recommendation for the person whose name appears above will be used solely for evaluation for admissions purposes. Your assessment of this applicant is very important in the evaluation process to determine candidacy for the graduate program. We appreciate your time and input.

Please complete this form, which may be sent directly to the Adult Enrollment Office at Point Park University, 201 Wood Street, Pittsburgh, PA 15222-1984. The form may also be returned directly to the applicant, provided that it is placed in a sealed envelope and signed with your name across the back of the envelope (flap) to ensure confidentiality.

1. How long have you known the applicant? _____

In what specific capacity? _____

2. Please evaluate the applicant according to the following criteria by checking the appropriate boxes. Non-academic evaluators should compare the applicant to a representative group of individuals in the work sector who have had approximately the same number of years of education and experience.

CHARACTERISTICS	Superior Top 5%	Excellent Top 15%	Good Top Third	Average Mid Third	Weak Low Third	Unknown
PROBLEMSOLVING ABILITY						
BREADTH OF KNOWLEDGE						
INTERPERSONAL SKILLS						
LEADERSHIP POTENTIAL						
MOTIVATION & INITIATIVE						
OVER-ALL POTENTIAL FOR GRADUATE STUDY						
OVER-ALL POTENTIAL FOR CAREER SUCCESS						
WRITTEN COMMUNICATION SKILLS						
ORAL COMMUNICATION SKILLS						

