



RECOMMENDATION FOR GRADUATE ADMISSION

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email _____

I hereby waive whatever rights of access I may have to this confidential recommendation as provided in the Family Education Rights and Privacy Act (FERPA).

YES

NO

Reference #1

Full Name: _____

Title & Employer: _____ Phone: _____

Address: _____

How long have you known the Reference? _____ And in what capacity? _____

Reference #2

Full Name: _____

Title & Employer: _____ Phone: _____

Address: _____

How long have you known the Reference? _____ And in what capacity? _____

Disclaimer and Signature

I certify that my information is true and complete to the best of my knowledge and that my references are willing to testify to my professional ability, and can speak on behalf of my personal character, professional experience and leadership potential.

If this application leads to matriculation, I understand that false or misleading information in my application or interview may result in my release from the Graduate Programs at North Central College.

Signature: _____ Date: _____

Reference Information

Name: _____ Date: _____
 Employer: _____ Job Title: _____
 Phone: _____ Email: _____

Evaluation of Candidate

Please rate the candidate honestly in the following areas: (an "x" can be typed into the desired column)

	Unable to Rate	Developing	Proficient	Highly Skilled
Teaching Skills				
Leadership Skills				
Ability to analyze problems & formulate solutions				
Ability to uses data to inform instruction				
Written communication skills				
Oral communication skills				
Student advocate				
Involvement in school improvement				

Principal's Endorsement Internships

The Educational Leadership and Administration Program with the Principal's Endorsement requires an internship. Would you be willing to support an internship for this candidate?

- Yes
 With restrictions
 Not at this time

Comments: _____

Details

Please describe the nature of your relationship with the candidate. How long have you known the applicant? In what capacity have you known the applicant?

The Masters of Arts in Education Coordinator would appreciate any additional comments you may wish to make concerning the applicant's capacity for graduate work and potential as an instructional leader.

Acknowledgement & Letter of Recommendation

By signing this form, you confirm that you know the applicant and are willing to be contacted should the need arise. In order for this recommendation to be completed, please write a letter of recommendation on letter head about the applicant's professional ability and experience, personal character, leadership potential and why they would be a successful graduate student at North Central College.

Employee Signature

Date