



DEVELOPING EFFECTIVE, ETHICAL EDUCATORS WITH A PASSION FOR LEARNING.

Graduate Studies
TCU Box 297900
Fort Worth, TX 76129
(817) 257-7661

Letter of Reference

Applicant:

Please write your name below, and send this form to the individual you have asked to provide your reference report. The reference should be returned directly to TCU, Graduate Studies, College of Education, TCU Box 297900, Ft Worth, TX 76129.

Applicant's Name: _____

Optional Waiver Of Rights:

Under the family Educational Rights and Privacy Act of 1974, students are given the right to inspect their records, including letters of recommendation. In order to encourage candor on the part of the individual completing this form, the student may choose to waive the right of access to this reference report. If you wish to waive the right to examine this reference report, please sign below. If left unsigned, you will have access to the report upon acceptance to the College of Education.

Applicant's Signature: _____ Date: _____

Individual Providing Reference:

Name/Title: _____


School or Company : _____

Address: _____

Phone Number : _____

Thank you for taking time to assist the Admission Committee in evaluating the applicant named above. This form is provided for your convenience only. Your comments are welcome in whatever format you think is suitable. Since federal legislation grants students and former students access to references such as this, the report can be taken in confidence only if the above Optional Waiver of Rights is signed by the applicant.

For each of the qualities listed below, please rate the applicant with regard to his/her potential to successfully complete a **Master's Degree** in the College of Education.

	Exceptional (Top 5%)	Excellent (Top 20%)	Good (Top Third)	Average (Middle Third)	Poor (Bottom Third)	Unable to Assess
Intellectual Ability						
Maturity						
Motivation						
Leadership Potential						
Interpersonal Skills						
Oral Communication Skills						
Written Communication Skills						
Creativity						
Ability to Work with others						

How long have you known the applicant? _____

In what capacity Have you known the applicant? _____

Please comment on any strengths and weaknesses you feel may affect the candidate's performance in graduate studies and in a career in education.

Please indicate your overall recommendation for this applicant:

- Strongly recommend.** The applicant has the potential to be an outstanding student and future educator.
- Recommend.** The applicant should be admitted and will probably perform at an average or above average level.
- Recommend with reservations.** Although the applicant's qualifications are marginal, he/she should be given the opportunity to pursue graduate studies in education.
- Do not recommend.**

Name/Title: _____

School or Company : _____

Address: _____

Phone Number : _____

Signature: _____ Date: _____