

Graduate Application for Admission

Graduate Program Professional Recommendation



This recommendation should be written by an individual in academia or the workplace who is qualified to evaluate your professional achievements and academic potential. (Please note: This recommendation MAY NOT be submitted by a relative, spouse or friend of the applicant.)

STUDENT SECTION To be completed by applicant. (Please print clearly or type.)

Name _____
Last First Middle Initial ☐ Mr. ☐ Mrs. ☐ Ms.

Mailing Address _____

City State Zip Country

PROGRAM FOR WHICH YOU ARE APPLYING _____

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 in the case of recommendations, the institution may request, but not require, the student to waive his/her rights to read confidential recommendations. Please indicate below whether or not you will waive your right to read the recommendation on this form, then sign your name.

- ☐ I waive my rights to read this confidential recommendation.
☐ I do not waive my rights to read this confidential recommendation.

APPLICANT'S SIGNATURE _____ DATE _____

PLEASE NOTE Recommendations are utilized for admission purposed only and are not retained after matriculation into the program.

RECOMENDER SECTION (Please attach this form to your letter of recommendation written on letterhead.)

Thank you for your willingness to serve as a recommender for the above applicant. Eastern University has a personalized review and selective admissions review process. Accordingly, Eastern University will be reviewing the applicant's academic records and professional history. It is recognized that academic success cannot in itself predict the applicant's potential in the program. Therefore, the applicant is asked to present an academic and a professional recommendation to complete his/her application file.

Recommender's Name _____
Company _____
Position _____ Daytime Phone Number _____

Please address the following in your letter of recommendation

- Your position, length of time you have known the applicant, and in what capacity.
- A brief description of the scope and responsibility of the applicant's job.
- The applicant's management abilities and potential.
- A description of the applicant's strengths and weaknesses in communication, problem-solving abilities, interpersonal relationships, integrity, initiative, etc.
- Your assessment of the applicant's motivation to attend and complete the program.
- The amount of the applicant's work or travel schedule which will interfere with study or attendance.
- Your organization's level of support to the applicant's participation in the program.

Mailing Instructions

Please seal your recommendation and sign across the seal, then mail directly to:

Eastern University
CCGPS Admissions
1300 Eagle Road
St. Davids, PA 19087