

**The Graduate School
The University of Texas at Arlington
Request for Recommendation**

The applicant should complete this section and should also provide the respondent with a stamped envelope addressed as follows:
 Graduate Advisor, _____ The University of Texas at Arlington, Arlington, Texas 76019-0167.
 name of program to which you are applying

(Mr.) (Ms.) _____ is applying for admission to the () Master's () Ph.D. program in _____ at The University of Texas at Arlington. The applicant and admission committee will appreciate
 Select from list on instruction sheet or in the catalog only.

your completing this form and returning it at your earliest convenience to the Graduate Advisor of the program to which the applicant is applying. If you would rather write a letter, either in addition to or in place of this form, please feel free to do so.

Applicant's Statement: I am aware that under the Congressional Family Educational Rights and Privacy Act of 1974 (Sec. 438 (a) (20) (B) C (c), I am not required to, but that I may voluntarily waive my right to access confidential letters and statements of recommendation submitted to The University of Texas at Arlington in support of my application to the Graduate School. I further understand that under the provision of the Family Educational Rights and Privacy Act, an unsuccessful applicant, regardless of whether such applicant has signed a waiver, has no right to inspect any of the admission application materials accumulated in his/her case. The giving of a waiver shall not be regarded as a condition for admission to, receipt of financial aid, or receipt of any other services or benefits from the University.

I hereby: () do () do not waive my rights of access to any and all letters or statements of recommendation which may be submitted by _____ **(Applicant must specify name of person submitting recommendation before sending form to that person)** in connection with my application to the Graduate School at The University of Texas at Arlington.

Signature of Applicant _____ Date _____
 Applicant's Social Security/ID Number _____

KNOWLEDGE OF THE APPLICANT

1. Approximately how long have you known the applicant? _____ years _____ months
2. How well do you feel that you know the applicant? casually well very well
3. What was the nature of your contacts with the applicant?
 Teacher in one class Teacher in more than one class Employer Research advisor Major advisor
 Other (specify) _____

RELATIVE RATING OF THE APPLICANT

Please rate the applicant in the areas indicated below by comparing him or her to the reference group you specify (college seniors, graduate students, other)

Reference group: _____

1. Of those in the group, in Intellectual Ability, I consider the applicant to be in the:
 Lowest 25% Upper 25% Upper 5% Inadequate opportunity to observe applicant
 Middle 50% Upper 10% Upper 1%
2. Applicant's promise as a Graduate Student (Please rate by one of the indicated numeric values.)

	Exceptional (10-9)	Above Average (8-7)	Average (6-5-4)	Below Average (3-2)	Poor (1-0)	No Information
Knowledge of Field						<input type="radio"/>
Intellectual Ability						<input type="radio"/>
Motivation to Work						<input type="radio"/>
Writing Ability						<input type="radio"/>
Oral Expression						<input type="radio"/>
Emotional Maturity						<input type="radio"/>
Teaching Ability						<input type="radio"/>
Working with Others						<input type="radio"/>
Originality						<input type="radio"/>
Research Aptitude						<input type="radio"/>
Analytical Ability						<input type="radio"/>

3. Some gifted individuals demonstrate comparatively low achievement in scholastic records. In your opinion, is the applicant's scholastic record, as you know it, an accurate index of his or her scholastic ability? Yes No Don't Know
If your answer is "no," please explain briefly.
4. Do you have any information related to character and temperament, or any other concerns which should be considered by an admissions committee or should be taken into account in planning the student's graduate work?
5. Please express your views on any of the items related above and on any other relevant abilities about which you have knowledge (e.g., ability to organize and express ideas clearly, orally and in writing, accomplishments in thesis or published works).

6. What, in your judgment, is the success level of the applicant?
 Definitely doctoral level Probably doctoral level Definitely master's level Probably master's level
 Probably below master's level Definitely below master's level

7. In summary, I would give a:
 very strong , strong , average , no recommendation, or recommendation with reservation (as specified):

**You may be entitled to know what information UT Arlington (UTA) collects concerning you.
 You may review and have UTA correct this information according to procedures set forth in UT System BPM #32.
 The law is found in sections 552.021, 552.023 and 559.004 of the Texas Government Code.**

Signature of respondent _____ Date _____

Name, printed or typed _____ Title _____

Institution _____

Address _____

City

State

Zip