

# Student Recommendation

School Leadership Program, Department of Educational Leadership, Miami University

*To be completed by student.*

Please fill in your name and address below and give this form to the individual you have chosen to write on your behalf. The recommender should complete the form and return it to the Admissions Committee, School Leadership Program, 304 McGuffey Hall, Miami University, Oxford, Ohio 45056.

Name of applicant \_\_\_\_\_  
Last First Middle

Address \_\_\_\_\_  
\_\_\_\_\_

## *To the Recommender*

The information you are providing concerning the above named applicant is considered an important part of the application process. Your time and thoughtfulness in furnishing this information are greatly appreciated.

Recommendations are used for admissions purposes only and do not become part of the permanent record file upon a student's matriculation. Therefore recommendations are not subject to the provisions of the Family Educational Rights and Privacy Act of 1974. Applicants will not have access to their letters of recommendation.

**How long have you known the applicant and in what capacity?**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**What characteristics or attributes best describe the applicant?**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**What is your assessment of the applicant's potential for successful leadership?**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**In terms of qualities listed below, please give us your appraisal of the applicant.  
(Indicate with a check (✓) mark.)**

	<b>Exceptional</b>	<b>Outstanding</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Unable to Assess</b>
Intellectual Ability						
Analytical Ability						
Maturity						
Ability to Work with Others						
Oral Communication						
Written Communication						
Enthusiasm						
Perseverance						
Administrative Potential						

Overall Rating:

Strongly Recommend    Recommend    Recommend with Reservations    Do Not Recommend

**Please give your evaluation of this applicant, including observations bearing upon his or her character and academic promise. If the space below is inadequate, or if you would prefer to respond by letter, please do so.**

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Recommender Date

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Position School

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School District Phone