



Application for Admission to the School of Graduate Studies

RECOMMENDATION FORM

This applicant has applied for admission to a graduate program at Western Illinois University. Your recommendation will further assist the academic department with their admission and/or assistantship decision.

Applicant Information:

First Name:
 Last Name:
 E-mail:
 Proposed Program of Study:
 Degree:

Recommender Information:

First Name:
 Last Name:
 Title/Position:
 Daytime Phone Number:
 E-mail:
 Name of Institution/Organization:
 Mailing Address:
 Street Address Line 2:
 City:
 State/Province:
 Zip/Postal Code:

PART 1: Please rate the applicant in each of the areas listed below in comparison with either other graduate students you have known or other professionals with equivalent experience. NOTE: Some categories may not be applicable for all disciplines.

Attribute	Truly Outstanding (Top 5%)	Excellent (Top 10%)	Above Average (Top 25%)	Average (25-50%)	Below Average (Lower 50%)	No Basis for Judgment	Not Applicable
Capacity for clear oral expression							
Capacity for clear written expression							
Ability to plan & conduct research							

Ability to work independently							
Analytical/Intellectual ability							
Initiative & motivation							
Creativity & originality							
Teaching potential							
Time management skills							
Organizational skills							
Dependability; reliability; resourcefulness							
Leadership potential							
Ethical standards & integrity							
Social skills							
Self-confidence							

PART 2: An attached document from the recommender should be included in response to the questions below.

1. How long and in what capacity have you known this applicant?
2. Would you recommend this person for an assistantship? If so, what skills and attributes would the applicant bring to an assistantship position?

Please add any comments that would assist us in evaluating the applicant’s potential for graduate studies. Your remarks will be most helpful if they go beyond general endorsement and help in distinguishing this applicant from others. This section is very important.

Please focus on specific strengths or weaknesses in areas such as:

- practical related experience
- teaching/training experience
- personal attributes
- academic ability and potential
- areas for future growth

PART 3: Overall Recommendation

	I strongly recommend the applicant.
	I recommend the applicant with some reservation.
	I have substantial doubts about the applicant but this s/he should be given a chance to prove her/himself.
	I cannot recommend the applicant for graduate studies.

Additional Comments: