

MASTER'S DEGREE IN HUMAN SERVICES
RECOMMENDATION FORM

Send directly to:
Human Services Program, Brk 338
University of Illinois at Springfield
PO Box 19243
Springfield IL 62794-9243

Name of applicant _____
Last First Middle (Maiden)

NOTE ON CONFIDENTIALITY:
Applicants for admission do not have access to their application records. Under the provisions of the Family Educational Rights and Privacy Act of 1974, only registered students and alumni have access to their educational records. This report will be used solely for the purpose of determining whether or not the applicant should be admitted to the Human Services Program. After the admissions committee has made its decisions, this reference report and all others written on the applicant's behalf will be removed from the file and will not be a part of the student's educational record if he or she matriculates at the university.

TO THE STUDENT: My signature below allows Human Services faculty to discuss information in this recommendation form with the recommender.

Student signature

TO THE RECOMMENDER:
We appreciate your taking the time to complete this form and encourage you to add additional comments where space is provided or to attach an accompanying letter if you desire. Thank you for your cooperation and for your honest appraisal of this applicant.

1. How long and how well do you know this applicant? In what capacity?
2. How would you rate the applicant's overall academic ability?
3. How would you rate the applicant's reading, writing, listening and speaking skills?
4. Do you believe the applicant will complete an MA degree program if accepted? What difficulties would you anticipate?

5. Please rate the candidate with respect to each of the characteristics noted below, indicating his or her relative standing among peers (check appropriate box).

	Outstanding	Good	Average	Below average	No basis for judgment
Oral communications					
Energy					
Judgment					
Imagination					
Diligence					
Intelligence					
Ability to work in groups					
Written communications					
Sense of humor					
Candor					
Respect for others					
Tolerance of ambiguity					
Initiative					
Maturity					
Other feature:					
Overall standing					

6. Additional comments:

Name (please print) _____ Title _____

Address _____

Signature _____ Date _____