



MASTER OF ARTS in STUDIO ART RECOMMENDATION FORM

Applicant's Name: (PLEASE PRINT) \_\_\_\_\_

Name of Person

Completing This Form: (PLEASE PRINT) \_\_\_\_\_

TO THE APPLICANT: Please submit to the University of Saint Francis Admissions Office three (3) recommendations on these forms. Include one from a former college professor and one from an employer, supervisor, or colleague who has observed you in a professional setting. For the convenience of the person completing the form, include a stamped envelope addressed to the Office of Admissions, University of Saint Francis, 2701 Spring Street, Fort Wayne, IN 46808. Under the Federal Family Educational Rights and Privacy Act of 1974, students are entitled to review their records, including letters of recommendation. However, those writing and those assessing recommendations may attach more significance to them if they know the recommendation will remain confidential. You may waive your right to access these recommendations. Please check one of the boxes below and sign your name:

I waive my right to review this recommendation.

I do not waive my right to review this recommendation.

Date: \_\_\_\_\_ Applicant's Signature: \_\_\_\_\_

TO THE REFERENT:

Please complete and mail this form so that it reaches the University of Saint Francis by \_\_\_\_\_.

RECOMMENDATION

- 1. I have known the applicant for \_\_\_\_\_ years, \_\_\_\_\_ months.
2. I know the applicant: [ ] slightly [ ] fairly well [ ] very well
3. I have known the applicant: [ ] as an undergraduate student [ ] as an assistant [ ] as a graduate student [ ] as an advisee [ ] as an employee [ ] other, please specify: \_\_\_\_\_
4. How would you rate the applicant's potential for graduate work? [ ] Poor [ ] Fair [ ] Good [ ] Excellent [ ] Cannot determine
5. Is the applicant's academic potential greater or less than that indicated by his/her grades? Insert an X where appropriate on the scale below:

Scale table with 6 columns: much less, somewhat less, equal, somewhat greater, much greater, no basis for judgment

CHARACTERISTIC	Excellent	Very Good	Good	Fair	Poor	NO BASIS FOR JUDGEMENT
Artistic Ability						
Academic Ability						
General Knowledge						
Oral Expression Skills						
Written Expression Skills						
Originality/Creativity						
Emotional Maturity						
Desire to Achieve						
Ability to Work with Others						
Independence & Initiative						
Professional Commitment						
Research Skills						
Potential for Success						

9. Indicate the strength of your overall endorsement of the applicant:

- Not recommended     
 Recommended with some reservation     
 Recommended     
 Highly recommended

10. In the space below or on additional pages, please provide further information about the candidate's suitability for and commitment to graduate study.

Signature of person completing this form: \_\_\_\_\_

Name (Please Print): \_\_\_\_\_

Title: \_\_\_\_\_

Organization or Affiliation: \_\_\_\_\_

Thank you for completing this form. Please return this form (for which the applicant has supplied a stamped addressed envelope) to:

**Graduate Admission Office - University of Saint Francis**  
**2701 Spring Street, Fort Wayne, IN 46808**