

Undergraduate Recommendation

To the Undergraduate Applicant:

Please type or print your personal details in the space provided below. Also indicate the date by which the recommender should return this form to Webster University Vienna below. Deliver or mail this form to the person who will write your recommendation. Ask your recommender to:

1. complete the second part of this form
2. enclose it in a sealed envelope
3. sign across the sealed part of the envelope
4. mail it directly to Webster University

Last (Family) Name: _____

First Name: _____ **Middle Name:** _____

Current Address: _____

Citizenship: _____

Date of Birth (in numbers): $\frac{\quad}{\text{M}}$ / $\frac{\quad}{\text{D}}$ / $\frac{\quad}{\text{Y}}$

I hereby waive / do not waive (cross out that which does not apply) my right of access to this recommendation. I authorize my recommender to provide a candid evaluation and all relevant information to Webster University.

Date: _____ **Signature:** _____

To the Recommender:

The applicant requests that you return the form to Webster University Vienna by _____

The person named above is an applicant to Webster University Undergraduate School. The Admission Officer attaches considerable weight to the statements made by the recommenders the applicant has selected. The Admission Officer is aware of the time necessary to prepare such an assessment and gratefully acknowledges your help. We would be pleased to provide you with additional information about our program if it will assist you in anyway.

Name of Recommender _____

Position/Title _____ **School/Firm** _____

Address _____

Telephone _____ **Fax** _____

May we contact you at the above telephone number regarding this applicant? Yes No

- How long have you known the applicant and in what context? Please comment on the frequency of your interaction.
- In your opinion, has the applicant given careful consideration to his/her plans for entry into the undergraduate program?
- Is the applicant's scholastic record an accurate index of his/her academic ability?
 Yes No Don't know
 If it is not, please explain briefly.
- Are you aware of any personal circumstances that might affect his/her performance in the program?
- What are the applicant's principal strengths?
- What are the applicant's principal weaknesses?
- Please compare the applicant on the scale below with others you have known during your professional career. Indicate your assessment with an X in the appropriate box.

	Truly exceptional top 2%	Outstanding top 5%	Excellent top 10%	Above average top 50%	Below average bottom 50%	Unable to judge
Intellectual ability						
Analytical ability						
Leadership potential						
Maturity						
Initiative						
Persistence and drive						
Oral communication skills						
Written communication skills						
Overall rating of the candidate						

- Please comment on the ratings above and feel free to make additional statements concerning the candidate's integrity, academic potential and other personal qualities on an additional sheet.

Date: _____ Signature: _____