



SCHOOL OF
Information Studies
University of Wisconsin-Milwaukee

Letter of Recommendation

TO THE APPLICANT:

For the convenience of the person completing this form, you should include a stamped envelope addressed to:

Admissions Coordinator
 University of Wisconsin-Milwaukee
 School of Information Studies
 P.O. Box 413
 Milwaukee, WI 53201.

Date: _____

I waive my rights to examine the following letter of recommendation.

I do not waive my right to examine the following letter of recommendation.

 Applicant's Name - Printed or typed

 Applicant's signature

Address: _____

 City

 State

 Zip

E-mail Address: _____

Under the provisions of the Family Educational Rights and Privacy Act of 1974, a student or his parents has access to all files pertaining to the student with the exception of those documents to which he has waived the right of access.

TO THE PERSON WRITING A REFERENCE LETTER:

Your statement is an important part of the process for the applicant's admission to the School of Information Studies. State the basis of your acquaintance with the applicant. Include no reference to the applicant's race, creed or national origin. Please be candid in your comments about the applicant's ability, motivation, and potential for success in the library and information management profession.

Completion of a separate letter of recommendation on behalf of this applicant is appreciated.

(over)

Please rate the applicant in all categories of the following checklist. (Check One)

	Top 10%	Above Average	Average	Below Average	No Information
Capacity for graduate study					
Ability to work independently					
Interest in other people					
Intellectual curiosity					
Responsibility					
Ability to work under pressure					
Ability to communicate					
Ability to express self in writing					
Relationship with supervisors					
Relationship with co-workers					

Recommender's Signature: _____

Recommender's Name: _____

Position or Title: _____

Institution Name: _____

Institution Address: _____

City _____ State _____ Zip _____

Phone Number: () _____

Email Address: _____

- I recommend, without qualification
- I recommend
- I recommend, with some reservation
- I do not recommend