

**Letter of Recommendation: Due October 15 by 5 pm in the Student Involvement office (2211 Student Center)**

**To the Applicant:** Complete the top part of this form, and then send it to the recommender. The recommender may be any member of the student body, faculty, staff, or community who is not participating in ODK Selections. The recommender may not be a family member of the applicant. Make sure your recommender is aware of the application deadline.

Applicant's Full Name: \_\_\_\_\_  
 Address: \_\_\_\_\_

I understand that federal legislation provides me with a right of access to this recommendation, which may be waived but that no school or person can require me to waive this right.

Check on of the following statements: \_\_\_\_\_ I hereby WAIVE my right of access to this recommendation.  
 \_\_\_\_\_ I do NOT waive my right of access to this recommendation.

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

**To the Recommender:** If the applicant waives his or her right, the recommendation will be held in confidence from the applicant and all outside parties. It may, however, be shared with ODK members participating in the Selections Process. If the applicant does not waive his or her right, or if the applicant does not sign the statement above, the applicant will be permitted to see the recommendation on request. Your thoughtfulness in providing this information is appreciated.

**Your recommendation should be returned to the applicant in a sealed envelope.** Please sign across the back of the envelope for security. The applicant will turn in the recommendation along with his or her application.

Name of recommender: \_\_\_\_\_  
 In what capacity do you know the applicant? \_\_\_\_\_

Please rate the applicant's abilities according to your knowledge:

	Best in Years	Excellent	Good	Average	Fair	Poor	Not Observed
		Highest 15%	Next 20%	20%		Lowest 45%	
<b>Character</b>							
<b>Leadership and Service</b>							
<b>Scholarship</b>							
<b>Genuine Fellowship</b>							
<b>Consecration to Democratic Ideals</b>							

Please feel free to make additional comments about the applicant's abilities on the back of this form, or attach another sheet if necessary.