

ACADEMIC AND PROFESSIONAL REFERENCE



(Photocopy this form for additional references.)

Instructions: This form should be completed by the applicant and the person acting as a reference for the applicant (endorser). When completed, the form should be sent by the endorser to :

**Graduate Program Coordinator
University of Utah
Political Science Department
260 S. Central Campus Drive Rm. 252
Salt Lake City, UT 84112-9152**

Part I. To be completed by the applicant.

Name _____ Date _____

Address _____

_____ Telephone _____

Undergraduate Major _____ College Attended _____

Prospective Graduate Major _____ Degree Sought _____

How long and in what capacity have you known the person providing this reference?

I waive ___/do not waive ___my right to have access to this completed Academic and Professional Reference form and any attachments.

Signed _____

Part II. To be completed by the endorser.

Note to the endorser: The person named above is applying for graduate admission, an award or financial assistance from the University of Utah has listed you as a reference. Please complete this form and send it directly to the Political Science Department listed above. No action will be taken on the applicant request until this form is received.

If you do not know the applicant well, feel free to say so; your frankness will not prejudice the student's application.

1. I do ___/do not ___ know the applicant's academic abilities well enough to act as a reference.

2. Summary evaluation of overall scholarly ability:

Compared to a representative group of students in the same field who have had approximately the same amount of experience and training how do you rate the applicant? Educational level of the representative group with which the applicant is compared: College junior ___; College senior ___; First year graduate student ___; Advanced graduate student ___.

Check one:

Outstanding

Unusual (next highest 5%)

Good (ability easily identifiable but not in the upper 10%; probably in the upper 15%)

Above average (probably upper 25%)

Average

Below average

Not recommended for graduate study

3. In your opinion, is the applicant's scholastic record, as you know it, an accurate index of his or her scholastic ability? Yes ___ No ___ Do not know ___. If you answer is No, please explain briefly, giving consideration to the applicant's performance in independent study or in research.

4. Do you know of any matters related to character and responsibility, or to physical and mental health that should be considered in planning for the student's graduate work?

5. Evaluation Profile

	Outstanding	Unusual	Good	Above Average	Average	Below Average	Not recommended for graduate study	Unknown
Communication skills (oral and written)								
Analytical thinking								
Willingness to work hard								
Motivation								
Commitment								
Intellectual independence								
Ability to work with others								
Organizational ability								
Creativity								
Leadership ability								
Trustworthiness/Honesty								

6. Expanding on the Evaluation Profile above, what is your estimate of the applicant's potential as a graduate student? (Continue on a separate sheet.)

7. I would ___/would not ___ be pleased to have the applicant working under my direction as a:
 Research assistant ___; Teaching assistant ___; or Teaching fellow ___.

Signed _____ Date: _____

Name _____

Title _____

Institution _____

Address _____

_____ Zip _____