



LETTER OF REFERENCE FOR

(LAST) (FIRST) (MIDDLE) (MAIDEN)

who is applying to the Graduate School at New Mexico State University for admission and financial aid to study in the Department of:

CANDIDATE MUST SIGN ONE OF THE OPTIONS BELOW

<p>I request a CONFIDENTIAL reference and hereby waive my right to inspect it.</p>	<p>I request a NON-CONFIDENTIAL reference and hereby reserve the right to inspect it.</p>
<p>Candidate's Signature _____ Date _____</p>	<p>Candidate's Signature _____ Date _____</p>
<p><small>(In accordance with the Family Educational Rights and Privacy Act of 1974 - As Amended)</small></p>	

TO THE APPLICANT: Please fill out the above and transmit this form to an instructor or former teacher acquainted with your educational and academic abilities.

TO WRITERS OF LETTERS OF RECOMMENDATION:

The information given in this recommendation will be considered confidential and will be used in the initial selection process only. This information will not become part of the student's permanent academic record. We are particularly interested in the ability of the applicant to:

- Pursue graduate studies
- Perform research
- Serve as a teaching assistant
- Serve in a professional capacity in the chosen field

We are also interested in the general character of the applicant. Please mail this form to the Chairman of the Graduate Committee in which the applicant plans to major.

In comparison with other graduate students you have known, rate the items below by a numeric score of 1 to 5; basing your ratings on the level of accomplishments you have come to expect of the applicant. (Ratings are: 1 = Truly Outstanding (top 10%); 2 = Superior; 3 = Above Average; 4 = Average; 5 = Below Average; and X = Inadequate Knowledge to Rate).

- | | |
|---|---|
| <p><input type="checkbox"/> Intellectual Ability</p> <p><input type="checkbox"/> The mastery of fundamental knowledge in general field of undergraduate degree</p> <p><input type="checkbox"/> Motivation and drive</p> <p><input type="checkbox"/> Scholarship</p> | <p><input type="checkbox"/> Ability in written expression</p> <p><input type="checkbox"/> Ability in oral expression</p> <p><input type="checkbox"/> Adequacy of ability for research</p> <p><input type="checkbox"/> Emotional maturity and stability</p> <p><input type="checkbox"/> Self-reliance and independence</p> |
|---|---|

APPLICANT'S QUALIFICATIONS

It would be helpful if you could cite special indications bearing upon the applicant's qualifications as cited above. The back of this form may be used if additional space is necessary. **FOR NON-U.S. CITIZENS: Please indicate the degree of English proficiency for teaching duties.**

APPLICANT'S PROGRESS

How far do you think this applicant will progress (check one)

- | | |
|---|--|
| <p><input type="checkbox"/> Will probably complete the doctorate</p> <p><input type="checkbox"/> Is not likely to complete a graduate degree without excessive help</p> | <p><input type="checkbox"/> Will probably complete the master's degree</p> <p><input type="checkbox"/> Is not likely to complete any graduate degree</p> |
|---|--|

I have been acquainted with this applicant during the period of: _____ to: _____

as: _____ (teacher, advisor, supervisor, other, etc.)

NAME (type or print): _____ POSITION: _____

INSTITUTION: _____ SIGNATURE: _____

DATE: _____