



# Penn State University

## DEPARTMENT OF AEROSPACE ENGINEERING

229 Hammond Building  
University Park, PA 16802

### RECOMMENDATION FORM

Name: \_\_\_\_\_  
Last First Middle

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ (MM/DD/YEAR) SSN or PSU Temporary ID: \_\_\_\_\_

Degree Sought: MS M Eng PhD Proposed Field(s) of Study: \_\_\_\_\_

### Applicant's Waiver of Right to Access

The Family Educational Rights and Privacy Act of 1974, as amended (P.L. 93-380), allows a candidate for admission, employment, or receipt of honors to waive his or her right to access the confidential letters or statements written on his or her behalf if the recommendation is used solely for the purposes of admission, employment, or the receipt of honors and if the candidate, upon request, is notified of the names of all persons making such recommendations on his or her behalf. The University does not require that you make such a waiver as a condition for admission or award of fellowship or associateship. However, under the legislation you have the option of signing such a waiver as follows:

I hereby waive my right to access to this recommendation and any appropriate attachments which have been written on behalf of my application to the Graduate School. The Pennsylvania State University, and for award of a fellowship or associateship, if applicable. This waiver is effective insofar as the recommendation is used solely for the purpose of admission or award of fellowship or associateship, if applicable.

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Recommender's Information

Name: \_\_\_\_\_

Title: \_\_\_\_\_ Institution: \_\_\_\_\_

Phone: \_\_\_\_\_ email: \_\_\_\_\_

List any courses applicant has taken under the direction of this recommender:

Course Number	Course Title	Date	Grade
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

(Front to be completed by applicant.)

**CONFIDENTIAL LETTER OF RECOMMENDATION FOR \_\_\_\_\_**

How long have you known the applicant, and in what capacity?

In comparison with other persons having similar training and experience, please provide your evaluation of the applicant with respect to the following general characteristics.

	Below Average lowest 40%	Average middle 20%	Above Average	Good top 25%	Very Good top 15%	Excellent top 5-10%	Truly Exceptional	Inadequate Opportunity to Observe
Knowledge of fundamentals in proposed field								
General academic ability								
Ability to analyze a problem								
Imagination and originality								
Ability to think/work independently								
Self-reliance and personal initiative								
Dependability								
Personal motivation								
Ability to work with others								
Ability to work under pressure								
Emotional stability and maturity								
Common sense								
Ability to communicate in English								
Writing ability								
Speaking ability								
Applicant's promise for teaching								
Applicant's promise for research								
Overall Expectation of Performance								
M.S. Level								
Ph.D. Level								

If you needed a graduate assistant, would you hire this applicant?

Research Assistant:  Absolutely     Very likely     Possibly     Definitely not     No basis for judgment

Teaching Assistant:  Absolutely     Very likely     Possibly     Definitely not     No basis for judgment

Please provide any other information that may not be reflected in the applicant's test scores or academic record (e.g., laboratory skills, languages, life experiences, extracurricular activities, leadership). How does this applicant compare with promising contemporaries? You may attach a letter if you wish.

DATE: \_\_\_\_\_

\_\_\_\_\_  
Recommender's Signature