*Graduate Studies in*

# EDUCATION

## RECOMMENDATION INFORMATION

**APPLICANT:** Complete this form (type or print) and mail it to:
Freed-Hardeman University; Graduate Studies in Education; 158 E. Main St.; Henderson, TN 38340-2399

### ***PLEASE READ CAREFULLY REGARDING* RECOMMENDATION FOR ADMISSION *FORM***

Freed-Hardeman University is a private, Christian university. Although this program is designed to prepare teachers for the public school system, students entering the program should be sympathetic with the ideals of the institution. Academic background, ability to successfully complete graduate work and personal values are all significant factors in entering this program. Those not in sympathy with Christian ideals and behaviors should not consider this program (see Graduate Catalog).

You have three recommendation forms which must be completed for admission to the program.
They must be completed by the following:

1. A teacher and or academic advisor of yours on a college or university level (graduate or undergraduate)
2. A present or past employer or supervisor in a work setting.
3. A minister or church leader where you now attend.

Forms completed by friends and/or others and letters without the appropriate recommendation forms cannot be used.

If one of the above are not available or possible, please contact the graduate office (800.639.3480 or grad-ed@fhu.edu) for further instructions.

Please remember that it is vital to have the designated persons complete recommendation forms. It is also the student's responsibility to follow-up with those individuals with whom forms have been left to be sure they were sent to Freed-Hardeman University as promised.

## Recommendation for Admission

Applicant's Name _____

Address _____

City _____ State _____ Zip _____

**INSTRUCTIONS:** The above person has applied for admission to the Master of Education program at Freed-Hardeman University. Please provide the requested information to the best of your ability. Call the Director of Graduate Studies in Education if you have any questions or concerns (800.639.3480 or grad-ed@fhu.edu). Either mail to address provided on the back or return to the applicant to be included with the application. Note: Students wil have access to this evaluation upon request.

In what capacity have you known the applicant: ❑ Academic ❑ Employment ❑ Religious Leader ❑ Other _____

I have known the applicant for _____ years and/or _____ months.

I know the applicant: ❑ slightly ❑ fairly well ❑ very well.

Rate the applicant by checking the appropriate blanks using the scale below:

(0) No basis for judgment (1) Poor (2) Marginal (3) Satisfactory (4) Above Average (5) Exceptional

1. Scholarship (0) (1) (2) (3) (4) (5)

   Comments: _____

   _____

2. Personal Character (0) (1) (2) (3) (4) (5)

   Comments: _____

   _____

CONTINUED

3. Communication Skills (0) (1) (2) (3) (4) (5)

Comments:_____

_____

4. Emotional Stability (0) (1) (2) (3) (4) (5)

Comments:_____

_____

5. Promise as a Teacher (0) (1) (2) (3) (4) (5)

Comments:_____

_____

6. Interpersonal Skills (0) (1) (2) (3) (4) (5)

Comments:_____

_____

7. Overall Estimate (0) (1) (2) (3) (4) (5)

Comments:_____

_____

Do you know of any reason this applicant should not be admitted to a teacher education program and/or work with children?

Check one ❑ Yes ❑ No

If "YES," please comment: _____

_____

## Mark one:

❑ I recommend this person for admission to the graduate program at Freed-Hardeman University.

❑ I recommend with reservations this person for admission to the graduate program at Freed-Hardeman University.

❑ I do not recommend this person for admission to the graduate program at Freed-Hardeman University.

Signature of Recommender _____ Date _____

Print Name _____ Position: _____

Institution or association: _____

Address _____

P.O. Box or Street _____

City _____ State _____ Zip _____

Phone _____ Date _____

**Additional Comments** _____

_____

_____

*Thank you for your time and assistance!*