



RECOMMENDATION REQUEST AND STUDENT AUTHORIZATION

Student Name ( print)\_\_\_\_\_

I authorize \_\_\_\_\_(if applicable to specific faculty member, enter faculty member’s name; if applicable to all faculty in your arts school, enter “all <arts school name> faculty”; if applicable to all faculty, enter “all faculty”) to disclose information concerning the following:

\_\_\_\_\_grades \_\_\_\_\_GPA \_\_\_\_\_ Course Assignments/Projects/etc.
\_\_\_\_\_Other (specify)

to the following entity/ies:

\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_

for the purpose(s) of :

\_\_\_\_\_scholarship or honorary award
\_\_\_\_\_application for employment

The recommendation may be given in the following form(s) (check all that apply):

\_\_\_\_\_written letter of recommendation
\_\_\_\_\_verbal communication
\_\_\_\_\_evaluation form

Waiver of Access to Recommendation information:

Note: Under FERPA, you may, but are not required to waive your right of access to this recommendation. If you waive your right of access, the waiver remains valid indefinitely.

\_\_\_\_\_I waive \_\_\_\_\_I do not waive

access to this/these recommendation(s).

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