Confidential Letter of Recommendation

Applicants, please complete the top portion, including your signature. Please provide a stamped addressed envelope for your letter to be returned to Salem College.

____________________________________ has applied to Salem College to pursue a Master’s degree in ___________________________ and has requested your letter of reference. Please answer the questions in as specific and candid a manner as possible. Your comments will be available only to those involved in the admission decision process. Your signature across the seal of the envelope ensures confidentiality. Please return, in the stamped envelope provided by the applicant to:

Salem College
Office of Graduate Studies
601 South Church Street
Winston-Salem, NC 27101

Applicant’s signature: I waive my right to see this letter of recommendation:

____________________________________ date ______________

Name of individual completing this form: __________________________________________

Position and/or relationship to applicant: _______________________________________

1. How long have you known the applicant?

2. Under what circumstances have you known the applicant?

3. What do you consider to be the applicant’s most outstanding talents or characteristics?

4. Are there any notable weaknesses that might hinder the candidate’s success in graduate studies? If so, please explain.

We believe
all children are learners, and
teachers are responsible for creating the conditions of learning for all students.
5. In what ways have you observed the applicant demonstrate originality and independence in thinking?

6. Please add any additional information that would be helpful for us in evaluating the candidate’s application.

Please rate the applicant with respect to the following qualities:

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<th>Outstanding</th>
<th>Very good</th>
<th>Average</th>
<th>Below average</th>
<th>Poor</th>
<th>Not observed</th>
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</thead>
<tbody>
<tr>
<td>Intellectual ability</td>
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<td>Leadership potential</td>
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<td>Ability to work with others</td>
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<td>Organization and time management</td>
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<td>Ability to work independently</td>
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<td>Ability to communicate orally</td>
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<td>Ability to communicate in writing</td>
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____ strongly recommend   _____ recommend

_____ recommend with reservations   _____ do not recommend

_____________________________________________ date_______________________

(signature)

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