

BAY AREA TEACHER TRAINING INSTITUTE

1624 Franklin St. Suite 1005
Oakland, CA 94612
(510) 891-1173

University of the PACIFIC

Recommendation Form

To the applicant: Please add your name below and submit this form to the person providing a recommendation. Recommendations must be returned to you in a sealed and signed envelope and be submitted with the application.

Name of applicant (Please type or print) _____
Last (Family) First Middle

Table with 2 columns: Major field of study (Curriculum and Instruction) and Credentials Programs. Lists various degrees and programs with checkboxes, including Master of Arts in Education (MA), Master of Education (M.Ed.), Master of Science (MS), etc.

In accordance with the Family Educational Rights and Privacy Act of 1974 (commonly known as the "Buckley Amendment"), letters of recommendation used in support of an application for admission will be destroyed prior to registration at the University.

To the recommender: Please complete sections below and on reverse side. After completing this form and adding an optional letter, please place it in an envelope, seal the envelope and sign it across the seal. Please return it to the applicant who will forward it to BATTI, unopened, with other application materials.

Your cooperation is greatly appreciated in providing an evaluation of the applicant's potential as a graduate student.

- 1. In what capacity have you known the applicant? (Check all that apply)
() as their employer () as a student in laboratory class
() as their supervisor () as a student engaged in research or independent study under my direction
() as reported by junior staff members () as their advisor
() as a student in a large lecture course () other (please explain) _____

2. How long have you known the applicant? _____

3. For what level of graduate study do you recommend the applicant?
(√) a program leading to a credential (√) a program leading to a master's degree () a program leading to a doctoral degree

Name of applicant (Please type or print) _____
 Last (Family) _____ First _____ Middle _____

4. Please summarize your evaluation by checking your estimate on the following items. ("Exceptional" should indicate that the applicant is comparable to the most-qualified students that you have known. "Good" should indicate a positive recommendation with no reservation.)

General Qualifications	Exceptional	Good	Fair	Doubtful	Poor	No basis for judgment
Ability to engage in independent inquiry						
Written communication skills						
Oral communication skills						
Poise and clarity of expression						
Breadth of general knowledge						
Analytical skills						
Emotional Maturity						
Intellectual Ability						
Ethics						
Concern for others						
Warmth of Personality						
Leadership Ability						
Self-discipline						
Breadth of perspective in field of study						
Interest in field						
Proficiency / experience working with groups						
Reliability						
Cooperation with others						
Motivation/Perseverance						

5. Applicant's area(s) of greatest strengths _____

6. Applicant's area(s) needing improvement _____

7. What is your overall ranking of this applicant as compared with other students you have known at his or her educational level?
 Upper 5% Upper 10% Upper 25% Upper 50% Lower 50%

8. **OPTIONAL LETTER: On your institutional letterhead, please comment on the above ratings and make any additional statements concerning the candidate's qualifications for graduate study in light of your observations.**

Print Name _____ Signature _____

Institution _____ Position _____

Mailing Address _____

Phone _____ e-mail address _____ Date _____

After completing this form, please place it and your optional letter in an envelope, seal the envelope and sign it across the seal. Please return it to the applicant who will forward it to BATTI, unopened, with other application materials. Thank you for your assistance.