Graduate Program
Computer Science Department
Colorado State University
Fort Collins, Colorado 80523-1873
USA

RECOMMENDATION FORM

Recommender: staple this form to your letter.

This recommendation must be received *by the Graduate Program* by _____
deadline

Applicant: Please type or print. Complete this section, enter the deadline in the space above, and sign below. Give this form and an envelope to the person whom you have asked to recommend you. When that person returns the sealed envelope to you, include it with the other application materials.

Applicant's name: _____
last (family) first middle

Degree program: _____ Proposed term and year of admission: _____

For identification purposes, U.S. Social Security number, if available: _____ *or* date of birth: _____
month day year

Recommender's name: _____
last (family) first

Recommender: Please compare the applicant with one of the following *(check one):*

__ Undergraduates from your institution who have gone on to graduate study
__ Current senior undergraduates at your institution
__ Other: _____

Please rate the applicant on each characteristic.

	No basis for Judgement	**Weak** (Below 50%)	**Below Average** (30-50%)	**Average** (15-30%)	**Above Average** (5-15%)	**Exceptional** (Top 5%)
Intellectual Ability	0	1 2	3 4	5 6	7 8	9
Breadth of Comp. Science Background	0	1 2	3 4	5 6	7 8	9
Fluency in English	0	1 2	3 4	5 6	7 8	9
Motivation for Graduate Study	0	1 2	3 4	5 6	7 8	9

What area(s) of computer science best fits applicant's interest and abilities? _____

Applicant: In accordance with the Family Educational Rights and Privacy Act of 1974, you can waive your right to inspect this recommendation by signing the statement below. Should you decide *not* to waive the right, you will have access to the recommendation only if you enroll in the Graduate Program at Colorado State University.

__ *I hereby waive my right of access to this recommendation.* _____ _____
signature of applicant date

Recommender: Write candidly about the applicant. Indicate how long and in what capacity you have known the applicant. Discuss the applicant's qualifications and potential to carry on advanced study in the field of computer science. In describing such attributes as motivation, intellect, and maturity, discuss both strong and weak points. Specific examples are more useful than generalizations. Indicate rank in class, if known. If possible, compare the applicant with others you have recommended who have attended or are attending the Graduate Program at Colorado State University. If the applicant's first language is not English, comment on his or her ability to read, write, speak, and teach in English.

Signature: _____ Date: _____

Name: _____ Title: _____

E-mail address: _____ Telephone: _____

Institution: _____
name address

Seal the recommendation letter and this completed form in an envelope and sign your name across the seal. Return the signed, sealed envelope to the applicant well before the deadline indicated. If you do not want to return the recommendation to the applicant, you can send it directly to the Graduate Program, Computer Science Department, Colorado State University, Fort Collins, CO 80523-1873.

This recommendation will remain confidential during the admission process and will be used by the Graduate Program in its procedures relative to admission and fellowships. If the student has not waived the right of access to the recommendation, it will become accessible to the student only if he or she enrolls in the Graduate Program.