

# recommendation form

**SUBMIT TO:** SIMMONS COLLEGE OFFICE OF UNDERGRADUATE ADMISSION 300 THE FENWAY BOSTON, MA 02115-5898  
TEL: 617-521-2051 800-345-8468 FAX: 617-521-3190 EMAIL: DIX@SIMMONS.EDU WEBSITE: WWW.SIMMONS.EDU

## TO BE COMPLETED BY APPLICANT

### Applicant Information

Fill in your name and address, and give this form with a stamped envelope addressed to Simmons, to an individual such as an employer, instructor, mentor, or professional colleague who is able to assess your potential.

Name \_\_\_\_\_  
last first middle

Home address \_\_\_\_\_  
street apt. or p.o. box number

\_\_\_\_\_ city state zip

Home telephone \_\_\_\_\_ Cell phone number \_\_\_\_\_

Email address \_\_\_\_\_ Date of birth \_\_\_\_\_  
month day year

### Under the provisions of the Family Educational Rights and Privacy Act,

- I waive my right of access to this recommendation.  
 I retain my right of access to this recommendation.

\_\_\_\_\_ signature \_\_\_\_\_ date

## TO BE COMPLETED BY RECOMMENDER

The Admission Committee finds candid evaluations helpful in reviewing a candidate's potential for success at Simmons. Thank you for your help.

Name \_\_\_\_\_

Position \_\_\_\_\_

Company/college name \_\_\_\_\_

Company/college address \_\_\_\_\_  
street city state zip

Telephone \_\_\_\_\_ Cell phone number \_\_\_\_\_

Email address \_\_\_\_\_ Fax number \_\_\_\_\_

### BACKGROUND INFORMATION

How long have you known this applicant and in what capacity? \_\_\_\_\_

What are the first words that come to your mind when describing this applicant? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**RATINGS**

Compared to other students, how does the applicant rate in terms of academic/professional skills and potential?  
Please mark the appropriate boxes below:

no basis	below average (lowest 40%)	average (middle 20%)	good (next 20%)	very good (top 20%)	excellent (top 10%)	outstanding (highest 1%)
<input type="checkbox"/> Creative, original thought	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Motivation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Independence, initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Intellectual ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Academic achievements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Written expression of ideas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Effective class discussion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Disciplined work habits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Potential for growth	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Overall evaluation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Communication skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**EVALUATION**

Please tell us what you think is important about the applicant, emphasizing her preparedness for college and the academic, personal, and professional experiences that have contributed to her readiness for college.

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**SIGNATURE**

Submitted by

signature

date

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