

United States Merchant Marine Academy Graduate Admissions Recommendation Form

This form is to be given to individuals writing recommendations for your admission to the Master of Marine Engineering program. Please enclose the completed form with your application:

Applicant Information:

Date of Birth: __/__/____

Last (Family)

First

Middle

Expected enrollment date:

Fall 20____

Spring 20____

Right to access: Public Law 93-380, the Educational Amendments Act of 1974, grants students the right to access letters of recommendation*.

I waive _____, I do not waive _____ my right to access this form and recommendation letter.

Applicant's Signature _____ Date __/__/____

* Applicants who do not complete this section waive their right to access this form and letter.

Recommendations must include this form attached to a recommendation letter.

To the Recommender: The letter should include how long and in what capacity you have known the applicant. Be as specific as possible about the applicant's academic/professional performance and potential for advanced study. Please keep in mind that applicant cannot be considered for admission until your recommendation is on file. Please use official stationery, seal and sign the envelope along the seal. Send the sealed envelope to the applicant.

Please complete the following evaluation table:

	Exceptional	Above Avg.	Average	Below Avg.	Unable to Judge
Intelligence					
Originality & Creativity					
Motivation & Initiative					
Potential for Graduate Study					

Signature of Recommender _____ Date _____

Name (please type or print) _____

Institution or company _____ Title _____

Address _____

Telephone _____

E-mail Address _____