



First-Year Leadership Collaborative Recommendation Form

Letter of Recommendation

Students applying to participate in the Leadership Collaborative must submit a letter of reference from an individual who can speak to their leadership potential and character. Examples of appropriate references include, but are not limited to, teachers, counselors and/or supervisors.

In addition to submitting a letter of recommendation, please have the recommender fill out this recommendation form.

To the Recommender

Please return this recommendation form and the accompanying letter to the applicant in an envelope with your signature across the seal.

The person whose name appears below is applying for admission to Ohio State's First-Year Leadership Collaborative. Your candid assessment of the applicant will greatly assist us in making a decision that is fair to the applicant and the program. Please complete this recommendation form as well as a separate recommendation letter written and signed on your official academic or business stationery. We appreciate the time and effort you are making to provide us with this information.

Applicant's Last or Family Name/Surname

First

Middle

What is your relationship with the applicant? Teacher Employer/Supervisor Other _____

I have known the applicant for approximately ____ years ____ months

Summary Evaluation

Compare the applicant with a representative group of students with similar experience. How do you rate the applicant's leadership abilities? (Check one.)

outstanding (highest 5% – comparable to best students)

very good (highest 10%)

good (upper 25% – ability easy to identify)

average (upper 50%)

below average (lower 50%)

continued on other side

Recommendations

I would make the following recommendation for the applicant's admission to the Leadership Collaborative
(Check one):

- strongly recommend
- recommend
- recommend with reservations
- do not recommend
-

Recommendation Letter Instructions

- a. Use only clearly-identified, official academic or business stationery. This letter must be signed by you.
 - b. Include the applicant's name on each page of the letter.
 - c. Describe the applicant's leadership qualities. Please discuss topics such as:
 - accomplishments and maturity
 - intellectual independence
 - drive and motivation
 - d. Attach your letter to this recommendation form, place both in an envelope, and sign across the seal.
Return the completed recommendation to the applicant.
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Recommender, please sign below.

Phone (w) (_____) _____ Phone (cell) (_____) _____

E-mail _____

Printed Name _____

Signature

Date