Letter of Recommendation Form
for Doctorate of Education (EdD) Program

Please include this form with all Letters of Recommendation

Name of Applicant: _______________________________________________________

First       Middle       Last

Intended Degree: _______________________________________________________

Degree

The following is addressed towards the applicant: FERPA, as amended, commonly known as the Buckley Amendment, allows applicants to inspect and review all materials in their files, except for letters of recommendation written prior to January 1, 1975. Upon its completion and submission, the University faculty will utilize this document to evaluate your qualifications to be admitted into the graduate program you have designated. Before providing this form to the individual making a recommendation, please acknowledge one of the following confidentiality statements.

☐ I waive the right to review this document
☐ I do not waive the right to review this document

Signature of Applicant: ___________________________ Date: ___________________

The following is addressed towards the individual making a recommendation: The above named individual requests your recommendation for admittance to the Drake University School of Education. The School of Education appreciates your cooperation in providing the following information regarding the applicant's qualifications. Upon completion, return this form and all attachments to:

Coordinator of Graduate Admission
Drake University School of Education
3206 University Avenue
Des Moines, Iowa 50311

or via email
jared.mccarty@drake.edu

Attached: Recommendation Form /Additional Comments
Name of Applicant: ______________________________________________________

For how long have you known the applicant? _____________________________

During this time, which of these following best describes your relationship with the applicant?

- The applicant was an employee within a professional work environment.
- The applicant was a student. (Please circle: Undergraduate or Graduate)
- The applicant was something other than an employee or student.
  Please specify: ______________________________________________________

Please indicate the point at which the applicant is best described within the listed areas. Use your own student body/employees as a reference group.

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<th>Characteristics</th>
<th>High</th>
<th>Average</th>
<th>Low</th>
<th>Cannot Judge</th>
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<td>Scholastic Ability</td>
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Do you have any additional comments regarding the applicant’s qualifications? If so please provide comments below or attach in a letter.
Drake University School of Education - Doctoral Graduate Admissions

Your name: (please print)

__________________________________________________________

Title: _____________________ Organization: _______________________

Address:

__________________________________________________________

Street  City  State  ZIP

Phone: ______________________________

Email: ______________________________

Signature: ___________________________  Date: ____________________