**For Applicant Use Only**:

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, hereby **waive** or **do not waive** my right of access to this reference report.

(Applicant Name) (Please circle one)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Applicant Signature

**Note to Faculty**: Thank you for informing us about this applicant! Please return this recommendation form to the applicant in a sealed envelope.

*Submit any questions or comments to: Matt Ryan (*[*mryan19@slu.edu*](mailto:mryan19@slu.edu)*)*

*Coordinator of the English Language Center*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Faculty Name Department / Position

How long have you known the applicant? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

In what capacity have you known the applicant? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please rate the applicant in the following areas**. Base your ranking in comparison to other students.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Unknown** | **Below Average**  Bottom 50% of students | **Average**  Top 50% of students | **Above Average**  Top 20% of students | **Superior**  Top 5% of students |
| **Writing** (writes clearly and effectively for a variety of situations) |  |  |  |  |  |
| **Verbal Communication** (articulately expresses his/her ideas) |  |  |  |  |  |
| **Professionalism** (is responsible, dependable, and self-motivated) |  |  |  |  |  |
| **Interpersonal Skills** (relates to other students, expresses cultural sensitivity) |  |  |  |  |  |

Please elaborate on the applicant’s strengths or potential weaknesses as they may relate to his / her ability to work with international students on their writing skills at the ELC:   
You may attach a separate letter, if desired.

Additional comments:

Do you recommend this student to be an ELC writing consultant? YES NO

Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_