

# The University Honors Program at Dallas Baptist

## Request for Recommendation

The applicant should complete this section and also provide the respondent with a stamped envelope addressed as follows:

University Honors Program  
Dallas Baptist University  
3000 Mountain Creek Parkway  
Dallas, TX 75211-9299

(Mr.) (Ms.) \_\_\_\_\_ is applying for admission to the University Honors Program at Dallas Baptist. The applicant and program would appreciate you completing this form and returning it at your earliest convenience.

Applicant's Statement: I am aware that under the Family Education Rights and Privacy Act of 1974 (20 U.S.C. Sec 1232 (a) (1) (C)), I am not required to, but may voluntarily waive my right to access confidential letters and statements of recommendation submitted to the University Honors Program at Dallas Baptist in support of my application for admission. I further understand that an unsuccessful applicant has no right to inspect any of that applicant's application materials. The giving of a waiver shall not be regarded as a condition for admission to, receipt of financial aid from, or receipt of any other services or benefits from the University. I understand that this recommendation will be used in the process of evaluation for admission into the University Honors Program.

I hereby: do/do not waive my rights of access to any and all letters or statements of recommendation which may be submitted by \_\_\_\_\_ (respondent's name).

Signature \_\_\_\_\_ Date \_\_\_\_\_ Student ID# \_\_\_\_\_

### KNOWLEDGE OF THE APPLICANT

1. How long have you known the applicant?
2. How well do you know the applicant?
3. In what capacity? (please circle)

Teacher in one class

Teacher in more than one class

Other \_\_\_\_\_

RELATIVE RATING OF THE APPLICANT

- ◆ Please rate the applicant in comparison to other high school/ college students (10 being exceptional, 1 being poor):

Intellectual Ability:

Emotional Maturity:

Motivation to Work:

Working with Others:

Writing Ability:

Originality:

Oral Expression:

Leadership:

- ◆ Do you have any information related to character and/or temperament that would affect the applicant's ability to do honors-level work?
  
- ◆ Please express your views on any items mentioned above and on any other relevant abilities the applicant may possess.

- ◆ Additional Comments

In summary, I would give a (circle one):

Strong recommendation   Recommendation   Recommendation with reservations

Signature of respondent \_\_\_\_\_ Date \_\_\_\_\_

Name (printed or typed) \_\_\_\_\_ Title \_\_\_\_\_

Institution \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_