

## Office of Graduate and Online Admissions RECOMMENDATION FORM FOR GRADUATE APPLICANTS

*\*This form may be used in lieu of a separate letter of recommendation. Feel free to make copies as necessary.*

Recommendation Evaluation For:

Name: \_\_\_\_\_  
Last First Middle

*I waive access to this report which shall be considered confidential.*

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

To the Recommender:

*This recommendation for the person whose name appears above will be used solely for evaluation for admissions purposes. Your assessment of this applicant is very important in the evaluation process to determine candidacy for the graduate program. We appreciate your time and input.*

*Please complete this form, which may be sent directly to the Office of Graduate and Online Admissions at Point Park University, 201 Wood Street, Pittsburgh, PA 15222-1984 or emailed to [gradadmission@pointpark.edu](mailto:gradadmission@pointpark.edu). The form may also be returned directly to the applicant, provided that it is placed in a sealed envelope and signed with your name across the back of the envelope (flap) to ensure confidentiality.*

1. How long have you known the applicant? \_\_\_\_\_  
  
In what specific capacity? \_\_\_\_\_
2. Please evaluate the applicant according to the following criteria by checking the appropriate boxes. Non-academic evaluators should compare the applicant to a representative group of individuals in the work sector who have had approximately the same

| CHARACTERISTICS                          | Superior<br>Top 5% | Excellent<br>Top 15% | Good<br>Top Third | Average<br>Mid Third | Weak<br>Low Third | Unknown |
|--|--------------------|----------------------|-------------------|----------------------|-------------------|---------|
| PROBLEM SOLVING ABILITY                  |                    |                      |                   |                      |                   |         |
| BREADTH OF KNOWLEDGE                     |                    |                      |                   |                      |                   |         |
| INTERPERSONAL SKILLS                     |                    |                      |                   |                      |                   |         |
| LEADERSHIP POTENTIAL                     |                    |                      |                   |                      |                   |         |
| MOTIVATION & INITIATIVE                  |                    |                      |                   |                      |                   |         |
| OVER-ALL POTENTIAL FOR<br>GRADUATE STUDY |                    |                      |                   |                      |                   |         |
| OVER-ALL POTENTIAL FOR<br>CAREER SUCCESS |                    |                      |                   |                      |                   |         |
| WRITTEN COMMUNICATION SKILLS             |                    |                      |                   |                      |                   |         |
| ORAL COMMUNICATION SKILLS                |                    |                      |                   |                      |                   |         |

gradadmission@pointpark.edu