



LETTER OF RECOMMENDATION REQUEST
Applying to MS, MRE, or PhD Program
Electronic submissions are preferred

TO THE APPLICANT (complete top portion of form)

Starting semester _____ Program _____ Major _____ ApplyYourself Appl. ID No. _____
MS or MRE or PhD ACCT, MIS, INFO, etc.

 Last/Family Name (from passport/visa) First Middle Maiden Name/Other

Under the Family Educational Rights and Privacy Act of 1974 (Buckley Amendment), which gives students the right to inspect and review their educational records, students may waive their right to see confidential statements and letters of evaluation. The applicant will have access to this information if admitted to and enrolled in the program, unless he/she waives the right to see it.

_____ I waive my right to examine this letter. _____ I do not waive my right to examine this letter.

Signature (if submitting hard copy) _____ **Date** _____

TO THE RECOMMENDER (*electronic submission expedites applicant's processing, but hard copy is accepted*)

You were listed as a reference for this applicant applying to a Mays Graduate Program at Texas A&M University. Please complete the following.

Name _____ Title _____

Email Address _____ Organization/Institution _____

Signature (if submitting hard copy) _____ **Date** _____

Based on your knowledge of this applicant, please rate using the scale below and comment on how this program will impact the applicant's career. Any other relevant comments are welcomed. Letters can be uploaded into ApplyYourself.

How long have you known the applicant? _____ In what capacity? _____

PLEASE CHECK A RATING FOR EACH. USE NOT APPLICABLE IF A DEFINITE APPRAISAL CANNOT BE MADE.						
	Superior (Top 10%)	Above average (Upper 25%)	Average	Below average	No observation	Not applicable
Intellectual ability						
Ability to communicate						
Self reliance and thought						
Motivation						
Professional interest						
Ability to successfully pursue graduate degree						
Overall recommendation						
Comments:						
RATE NON-NATIVE ENGLISH SPEAKING APPLICANTS:						
Mays MS/MRE/PhD Programs are rigorously structured academic programs which are taught entirely in English. Successful candidates must have excellent English skills. Please assess their English communication skills below.						
Understands English						
Speaks English articulate						
Write English						

Electronic submission using the online application system ApplyYourself is preferred and strongly encouraged.

Masters Program mail to: Mays Business School-MS/MRE Program; Graduate Admissions Office; Room 440 Wehner; 4113 TAMU; College Station, TX 77843-4113 or email to MSProgram@mays.tamu.edu fax 979.845.6639

PhD Program mail to: Mays Business School-PhD Program; Graduate Admissions Office; Room 440 Wehner; 4113 TAMU; College Station, TX 77843-4113 or email to PhDProgram@mays.tamu.edu fax 979.845.6639