

TOWNSEND SCHOOL OF MUSIC

GRADUATE STUDIES

LETTER OF RECOMMENDATION

TO BE FILLED IN BY THE APPLICANT

I, _____, am applying for admission to Townsend School of Music of Mercer University for graduate studies. In accordance with the Family Educational Rights and Privacy Act of 1974 (Buckley Amendment), I waive my right to review this letter. (*See Statement of Confidentiality below.*)

Signature

Date

Confidentiality of Specific Letters — Federal Law gives an applicant the option of waiving his or her right to see specific letters of recommendation. If the applicant has waived this right by signing the waiver above, this letter will be kept confidential. If the applicant has not signed the waiver, it will be assumed that this letter may be seen by the applicant.

TO BE FILLED IN BY THE RECOMMENDER

Name

Title and Department

Address

Relationship to Applicant

The Graduate Admissions Committee of Townsend School of Music would appreciate a statement from you concerning the person named above. Please attach a letter indicating how long and in what capacity you have known the applicant, commenting on particular strengths and weaknesses, and any other factors that bear on the applicant's ability to undertake graduate study.

Please rate the applicant relative to other students who have gone to graduate school in recent years.

	Poor Below 50%	Fair 50%-75%	Good 75%-90%	Excellent 90%-95%	Outstanding 95%-100%	Unable to Judge
Intellectual Potential	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Motivation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Academic Performance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Music Performance or other art form	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Musicianship or skill level	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Signature

Date

Place this recommendation and your letter in a sealed envelope and sign across the seal. Return it to the applicant for inclusion in the application packet.

Office of University Admissions / Mercer University / 1400 Coleman Avenue / Macon, GA 31207