

**Confidential Report on Candidate
For Admission into Graduate Program**

Applicant Name: Mr. Ms. Mrs. _____
Last (Family name) First Middle

Applicant E-mail address: _____

Name of Recommender: _____

To the Applicant: You may waive your right (under the *Family Educational Rights and Privacy Act of 1974*) to review letters of recommendation or evaluations. Such action is entirely optional and has no effect on admission or award of financial aid.

I waive my right to review recommendations and evaluations in support of my application to the University of Cincinnati Graduate Program in Chemistry.

Signature of Applicant **Date**

To the Recommender: Your candid assessment of the above named applicant will greatly assist our Departmental Committee on Admissions. We prefer the applicant to gather individual letters of recommendation (and other documents) and to submit a complete set of documents with the application. The advantage of this system is that the student knows the application is complete when submitted. *After completing this form please place it in a sealed envelope, sign it across the seal,* and return it to the applicant who will forward it **unopened** to the Department of Chemistry Graduate Program. Or, if you prefer, you may send it directly to the address listed below.

Name _____
(Please type or Print)

Title _____ **E-mail** _____

Employer/Address _____

Signature _____ **Date** _____

We would appreciate a statement from you concerning the applicant's scholarship, personality, character, and professional promise. Also please include the length of time and in what capacity you have known the applicant and an assessment of strengths and weaknesses. If you can compare this applicant with others who have attended our graduate program we welcome such a comparison. **(Please attach a separate sheet if additional space is needed).**

SUMMARY EVALUATION: Using the chart below, please rate the applicant relative to other students or employees whom you know in a similar capacity.

	Not Observed	Weak (Lower 50%)	Fair (Top 50%)	Good (Top 25%)	Excellent (Top 10%)	Outstanding (Top 5%)
Intellectual potential						
Ability to work with others						
Creativity/Imagination						
Theoretical ability						
Experimental ability						
Maturity						
Personal character						
Self-confidence						
Ability to analyze problems And formulate solutions						
Motivation for proposed Program of study						
Career advancement potential						
Relative standing among Students in your program						

Do you have concerns about this student that you would feel more comfortable discussing by phone rather than in writing?
