



## Nyack College, DC Campus: Personal Recommendation

DIRECTIONS TO APPLICANT/STUDENT: Please fill out the top portion of this form and ask a friend or co-worker to complete the bottom portion. A family member **cannot** fill out this form.

TO THE APPLICANT/STUDENT: The Family Rights and Privacy Act of 1974 provides that certain educational records may be open to students at their request. The act also provides that in the case of recommendations, the institution may request, but not require, the student to waive his or her right to read confidential recommendations. Please indicate below whether or not you waive your right to read the recommendation on this form and sign your name.

I DO  I DO NOT waive my right to read this confidential recommendation

**Student Information:**

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ MI \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Work (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Cell (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Student Signature: \_\_\_\_\_

TO THE PERSON COMPLETING THIS REFERENCE: Nyack College has selective admissions and has a personalized review process. Accordingly, the assessment staff will be viewing academic records, including courses pursued, grades received and scores from standardized tests. They recognize that these alone cannot predict my personal and professional promise, and so I am asked to present one reference that is directed to my ability in the area below. I appreciate your willingness to complete this form.

How long have you known the applicant? \_\_\_\_\_ In what capacity? \_\_\_\_\_

Please rate the applicant on the following qualities (please check one):

Quality	Excellent	Above Average	Average	Poor	No chance to observe
Initiative					
Leadership					
Responsibility					
Integrity					
Reaches Goals					
Social Adjustment					

Please give any additional comments: \_\_\_\_\_

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**Please return this form via email, fax, or mail to:**

Nyack College Admissions - 444 North Capitol St. NW, Suite 700 – Washington, DC 20001  
 ATTN: Admissions, 202-220-1302(phone) – 202-220-1360(fax) – DCOMadmissions@nyack.edu