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**PART I --- TO BE COMPLETED BY THE APPLICANT**

Name of applicant \_\_\_\_\_

Address of applicant \_\_\_\_\_

Please sign below if you wish to waive your right under the Family Educational Rights and Privacy Act of 1974 to access this recommendation. Should you decide to sign this waiver, please do so before you give this form to the person making this recommendation.

Applicant's signature \_\_\_\_\_ Date \_\_\_\_\_

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**PART II --- TO BE COMPLETED BY PROFESSIONAL**

To the Person Completing this Form: The above applicant is applying for admission to the Nyack Graduate Education Department. A full and candid report is essential if fair consideration is to be given the applicant. This completed form is for the admissions process only and does not become a part of the student's file.

It would greatly help us in our selection process if you would elaborate in an attached letter on the intellectual or personality assets and/or liabilities which would influence the person's training and practice in professional education.

Name of Reference \_\_\_\_\_

Institution \_\_\_\_\_ Position \_\_\_\_\_

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

Phone Number (H) \_\_\_\_\_ (W) \_\_\_\_\_

E-mail \_\_\_\_\_

How long have you known the applicant? \_\_\_\_\_

How well do you know the applicant?  Casually  Well  Very Well

What was the nature of your contacts with the applicant? \_\_\_\_\_

Some talented individuals make mediocre scholastic records. Is the applicant's scholastic record, as you know it, an accurate index of his or her scholastic ability  Yes  No  Don't know

Please explain briefly \_\_\_\_\_

**Send completed form to:**  
**Nyack Graduate Education Office**  
**One South Boulevard Nyack, New York 10960**

**RELATIVE RATINGS OF THE APPLICANTS:** In rating the applicant in the areas indicated below, please keep in mind the comparison group you state below (college seniors, first year graduate students, professional educator, or other).

Comparison group: \_\_\_\_\_

**Academic Ability and Educational Knowledge:**

|                                   | Below Average | Average | Above Average | Truly Outstanding | No Basis for Judgment |
|-----------------------------------|---------------|---------|---------------|-------------------|-----------------------|
| Written Expression                |               |         |               |                   |                       |
| Verbal Expression                 |               |         |               |                   |                       |
| Growth Potential                  |               |         |               |                   |                       |
| Content Knowledge                 |               |         |               |                   |                       |
| Knowledge of Educational Theories |               |         |               |                   |                       |

**Teaching Ability:**

|   | Below Average | Average | Above Average | Truly Outstanding | No Basis for Judgment |
|---|---------------|---------|---------------|-------------------|-----------------------|
| Instructional Planning                              |               |         |               |                   |                       |
| Instructional Strategy                              |               |         |               |                   |                       |
| Interdisciplinary Connections                       |               |         |               |                   |                       |
| Use of Technology                                   |               |         |               |                   |                       |
| Commitment to Standards                             |               |         |               |                   |                       |
| Assessment  |               |         |               |                   |                       |
| Classroom Organization                              |               |         |               |                   |                       |
| Classroom Management                                |               |         |               |                   |                       |
| Envisions & Creates a Positive Learning Environment |               |         |               |                   |                       |
| Professionalism                                     |               |         |               |                   |                       |

**SUMMARY RATING:** Overall intellectual ability and effectiveness as an educator:

- Lowest 15%     
  Middle 50%     
  Upper 10%     
  Upper 5%     
  Upper 1%

Your evaluation of this candidate for admission to the Nyack College Graduate Education Program:

**For academic promise:**

- Not Recommended     
  Recommended     
  Strongly Recommended     
  Enthusiastically Recommended

**For character and personal promise:**

- Not Recommended     
  Recommended     
  Strongly Recommended     
  Enthusiastically Recommended

**Overall recommendation:**

- Not Recommended     
  Recommended     
  Strongly Recommended     
  Enthusiastically Recommended

Signature of Reference \_\_\_\_\_ Date \_\_\_\_\_