

Please return this form and your short letter to the address at the bottom of the form.
Sign your name across the flap.



Recommendation Form

**SUNY Geneseo
MS in Accounting**

Candidate's Name _____

In accordance with the Family Educational Rights and Privacy Act, I my rights to read this letter of recommendation.

waive do not waive

Candidate's Signature _____

Date _____

To the recommender: Please complete a short letter which responds to the questions set out below.

- 1) How long have you known the applicant, and in what capacity?
- 2) Comment on any outstanding aptitudes or abilities that the applicant has displayed.
- 3) Comment on ways in which the applicant has contributed to organizations of which he or she is a member.
- 4) Comment on any other aspect of the applicant's record which could have a material impact on the admissions decision.

	Outstanding Top 5%	Excellent Top 15%	Good Top 1/3	Average Middle 1/3	Below Average Bottom 1/3	Unable to Judge
Analytical ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Written communication skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oral communication skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Initiative & work ethic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integrity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Interpersonal and teamwork skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leadership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>I strongly recommend</i>	<input type="checkbox"/>	} <i>that this applicant be admitted to the SUNY-Geneseo MS in Accounting.</i>				
<i>I recommend</i>	<input type="checkbox"/>					
<i>I recommend with some reservations</i>	<input type="checkbox"/>					
<i>I do not recommend</i>	<input type="checkbox"/>					

Name

Address

Position / Title

City, State, Zip

Organization

Telephone Number

e-mail

Date

Signature of Evaluator