



SCHOOL OF MUSIC

LETTER OF RECOMMENDATION

TO BE FILLED IN BY THE APPLICANT

I, _____, am applying for admission to the School of Music at 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.)

Applicant's 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: _____
Department: _____

Relationship to Applicant: _____
Email: _____
Office Phone: _____

The Graduate Admissions Committee of the School of Music at Mercer University 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.

Table with 7 columns: Poor (Below 50%), Fair (50%-75%), Good (75%-90%), Excellent (90%-95%), Outstanding (95%-100%), Unable to Judge. Rows include Intellectual Potential, Motivation, Academic Performance, Music Performance or other art form, Musicianship or skill level.

Recommender's 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.