



Academic Reference

Admissions Office • 950 Main Street • Worcester, MA 01610-1477

Instructions for the Applicant

Fill in the information below and give this form and a stamped envelope, addressed to the Clark University Admissions Office, to a professor who has taught you in an academic subject.

Student Name: _____
LAST/FAMILY FIRST MIDDLE (COMPLETE) JR. ETC.

Address: _____
STREET CITY STATE ZIP CODE

Instructions for the Professor

The Admissions Committee finds candid evaluations helpful in choosing from among highly qualified candidates. We are primarily interested in whatever you think is important about the applicant's academic and personal qualifications for college. Please submit your references promptly. A photocopy of this reference form, or another reference you may have prepared on behalf of this student, is acceptable. You are encouraged to keep the original of this form in your private files for use should the student need additional recommendations.

Confidentiality

We value your comments highly and ask that you complete this form in the knowledge that it may be retained in the student's file should the applicant matriculate at the University. In accordance with the Family Educational Rights and Privacy Act of 1974, matriculating students do have access to their permanent files, which may include forms such as this one. The University does not provide access to admissions records to applicants, those students who are rejected, or those students who decline an offer of admission. Again, your comments are important to us and we thank you for your assistance.

Professor's Name (please print or type): _____ Position: _____

College: _____

College address: _____
STREET CITY STATE ZIP CODE

Background information

How long have you known this student and in what context? _____

What are the first words that come to your mind to describe this person? _____

How would you rate this student in terms of academic skill and potential:

No Basis		Below Average	Average	Good (above average)	Very Good (well above average)	Excellent (top 10%)	One of the top few encountered in my career
	Creative, original thought						
	Motivation						
	Independence, initiative						
	Intellectual ability						
	Academic achievement						
	Written expression of ideas						
	Effective class discussion						
	Disciplined work habits						
	SUMMARY EVALUATION						

CONTINUED →

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Evaluation

Please feel free to write whatever you think is important about the applicant, including a description of academic and personal characteristics. We are particularly interested in the candidate's intellectual promise, motivation, relative maturity, integrity, independence, originality, initiative, leadership potential, capacity for growth, special talents and enthusiasm. We welcome information that will help us to differentiate this student from others.

Signature: _____ Date: _____
