

**Endicott College**  
**Van Loan School of Graduate and Professional Studies**  
PO Box 663  
Brockton, MA  
02303-0663

**Confidential Recommendation Form**

To the Applicant: Please complete the top section of this form and deliver or mail the form to the person who will write your recommendation.

To the Recommender: Please return this form, with your signature across the seal, to:  
Endicott College, Van Loan School of Graduate and Professional Studies Admission, 376 Hale Street, Beverly, MA 01915.

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**To Be Completed by the Applicant:**

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Last Name (applicant)	First Name	Middle Initial	Social Security #
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Recommender's Name: \_\_\_\_\_

Recommender's Title: \_\_\_\_\_

Relationship to the Applicant: \_\_\_\_\_

I understand that this recommendation is to be used and maintained in confidence by Endicott College, Van Loan School of Graduate and Professional Studies. I hereby waive any and all rights to access this recommendation, under the Family Education and Privacy Act of 1974.

I agree to waive access \_\_\_\_\_ I do not agree to waive access \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date \_\_\_\_\_

**To be completed by the recommender:**

The person whose name appears above is seeking admission to the Endicott College Creative Leadership Studies/Accelerated Undergraduate Program. The program is designed to enhance the knowledge, skills and abilities of students for the purposes of career, professional and personal development. The Endicott Creative Leadership Studies program employs an adult learning model of collaborative peer interaction to foster a more insightful and effective approach to the competitive, technological, global and ethical issues and problems they will face as business professionals.

Your candid assessment is an integral part of the Admission evaluation of the candidate. Your interest and assistance is much appreciated. Please complete this form and send it directly to the Endicott College.

How long have you known the applicant, and in what capacity? \_\_\_\_\_

\_\_\_\_\_

Currently, what is your relationship with the applicant? \_\_\_\_\_

Please give us your appraisal of the applicant in terms of the qualities listed below. Rate the individual relative to others in his or her peer group.

	<b>Superior</b>	<b>Excellent</b>	<b>Good</b>	<b>Average</b>	<b>Below Ave.</b>	<b>Unable to Judge</b>
Interpersonal Skills/Teamwork						
Oral Communication Skills						
Written Communication Skills						
Leadership Potential						
Motivation/Initiative						
Analytical Ability						
Integrity						
Potential for Career Advancement						

What are the applicant's greatest strengths and talents?

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In what areas can the applicant improve?

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How would you assess the applicant's potential for success in the Endicott Creative Leadership Studies Program?

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The Endicott Creative Leadership Studies Program places a high degree of emphasis on the involvement of each student in the learning process. Group collaboration, class discussion and interaction with faculty are central to success in this program. Please evaluate the applicant in this regard:

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Is there anything else that you want to share about the applicant that you think would be helpful in our evaluation?

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**Overall**

Strongly Recommend    Recommend    Recommend with Reservation    Do Not Recommend

Recommender's Signature: \_\_\_\_\_ Bus. Ph.: \_\_\_\_\_

Recommender's Name: \_\_\_\_\_ E-mail: \_\_\_\_\_

Company: \_\_\_\_\_

Company Address: \_\_\_\_\_