# Southwestern University Teacher Recommendation

## To the Applicant

After you have completed the brief section below, please give this form and a pre-addressed stamped envelope to a teacher who knows you well and has taught you in an academic subject within the past two years.

applicant's name (please print)

permanent home address: street and number | city | state/province | zip/postal code | country

Application Type:

- ❍ November 15—Early Action (*non-binding*) and Brown & Dixon Scholar Candidates (*please refer to Southwestern's scholarship brochure for Brown & Dixon Scholar criteria*)
- ❍ February 1—Regular Decision
- ❍ After February 1—Late Decision (*space-available-basis only*)

Privacy Notice: The materials submitted in this report are subject to the provisions of the Family Educational Rights and Privacy Act (FERPA). This document will not become part of the applicant's permanent file. Southwestern University does not save recommendations post-matriculation.

I authorize the release of all requested records and authorize review of this recommendation for the application type listed above.

student's signature | date

## To the Teacher

Privacy Notice: The materials submitted in this report are subject to the provisions of the Family Educational Rights and Privacy Act of 1974. Your recommendation will be used only for admission purposes and will not become part of the student's permanent record.

The student above is asking that you complete this recommendation form as part of his/her application to Southwestern University. Please comment on the next page or feel free to submit a separate letter or photocopied statement with this form to help us better understand this candidate. We are particularly interested in this applicant's intellectual abilities, character, work ethic and anything else that will help the Southwestern Admission Committee evaluate the viability of this student as a candidate for admission.

Please return to: Office of Admission, Southwestern University, P.O. Box 770, Georgetown, TX 78627-0770 (fax: 512-863-9601)

Will the student see a copy of your remarks? ❍ Yes ❍ No

teacher's name

title and/or position | school

school address | city | state/province | zip/postal code | country

office telephone | office fax

e-mail address

teacher's signature | date

# Southwestern University Teacher Recommendation

## Overall Estimation of Applicant:

- ❍ One of the top encountered in my career
- ❍ Excellent
- ❍ Very Good
- ❍ Average
- ❍ Below Average

how long have you known the applicant?

❍ 9th ❍ 10th ❍ 11th ❍ 12th ❍ Other:

which years?

Please describe this applicant's intellectual abilities, positive and/or negative. *(attach a separate sheet if needed)*

Please describe the personal traits you consider most outstanding and characteristic of this candidate, and describe those traits showing the greatest need for growth and development. *(attach a separate sheet if needed)*

Please circle the phrases that best describe the student's typical behavior and attitudes.

### Ease of Learning

| | | | |
|---|---|---|---|
| No basis for judgment | Learns only with much application | Learns with reasonable application | Learns quickly |

### Relation of Achievement to Ability

| | | | |
|---|---|---|---|
| No basis for judgment | Achievement is far below capacity; indifferent | Achievement is irregular | Works steadily up to capacity; takes pride in work |

### Written Expression

| | | | |
|---|---|---|---|
| No basis for judgment | Has difficulty; lacks basic skills | Adequate ability and skills | Demonstrates exceptional ability and use of skills |

### Oral Expression

| | | | |
|---|---|---|---|
| No basis for judgment | Has difficulty; lacks basic skills | Adequate ability and skills | Demonstrates exceptional ability and use of skills |

### Initiative and Enthusiasm in School Work

| | | | |
|---|---|---|---|
| No basis for judgment | Needs frequent prodding | Prepares ordinary assignments of own accord | Seeks and sets for self additional tasks; is an enthusiastic student |

### Originality and Imagination

| | | | |
|---|---|---|---|
| No basis for judgment | Lacks originality and is unimaginative | Upon occasion shows originality in some field | Displays highly developed creative power and originality |

### Breadth of General Reading and Information

| | | | |
|---|---|---|---|
| No basis for judgment | Does little unrequired reading; quite limited in general information | Appears fairly well-informed in some areas | Is well-read and exceptionally well-informed |

### Reliability

| | | | |
|---|---|---|---|
| No basis for judgment | Undependable; makes excuses; fulfills obligations only when convenient | Usually fulfills obligations | Is scrupulous and punctual in fulfilling obligations |

### Sensibility and Consideration

| | | | |
|---|---|---|---|
| No basis for judgment | Unresponsive; self-centered, indifferent, lacking in consideration | Is fairly responsive and considerate | Of fine sensibilities, responsive, considerate, sympathetic |