



Bowie State University - Graduate Programs

REFERENCE
(Counseling Program Only)

Instructions to the counseling program applicant: Please complete the information below then send this form to the person who will offer recommendation on your behalf. Recommendations should be from academic instructors, supervisors, or someone who knows you in a professional capacity (not family members or friends).

Name (Last, First, MI): _____

Phone DSN / CIV: _____

E-mail: _____

Expected Enrollment: Year _____ [] Fall [] Spring [] Summer

The Family Educational Rights and Privacy Act of 1974 provides for student access to credential references. Students, however, are given the option of waiving their right to access references. The signed statement below indicates the wish of this particular applicant.

[] I wish to waive my right to review this reference. [] I retain my right to review this reference.

Applicant's Signature: _____ Date: _____

Instructions to the person recommending the applicant:

Please print legibly and complete all areas of this section including parts 1 and 2.

Part 1

Name: _____ Address: _____

Relationship to Applicant: _____

Organization: _____

Telephone: _____ E-mail: _____

Please rate this applicant by checking the appropriate categories:

Table with 7 columns: CATEGORY, EXCELLENT, ABOVE AVERAGE, AVERAGE, BELOW AVERAGE, POOR, NOT OBSERVED. Rows include Intellectual Ability, Motivation, Work Habits, Writing Ability, Verbal Expression, Oral Presentation, Research Skills, Interpersonal Skills, and Maturity.

(Revised 08/11)



University of Maryland University College *Europe*

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Part 2

Instructions to the person recommending the applicant: Please write a short assessment of the applicant. Include your opinion of the student's strengths, weaknesses, and abilities as they relate to the field of study and of the applicant as a graduate student.

Signature (required): _____ Date: _____

Please e-mail as an attachment to *gradrecords-couns@europe.umuc.edu* or mail directly to:

US Military Post:

UMUC Europe
Office of Graduate Programs
Unit 29216
APO AE 09004

International Post:

UMUC Europe
Office of Graduate Programs
Im Bosseldorn 30
69126 Heidelberg, Germany