



**ALABAMA STATE UNIVERSITY  
THE HAROLD LLOYD MURPHY GRADUATE SCHOOL  
P. O. BOX 271  
MONTGOMERY, AL 36101-0271**

**RECOMMENDATION FORM**

**Section I: TO BE COMPLETED BY APPLICANT.**

**APPLICANT:** Please fill in the information listed below before giving this form to the recommender.

Name \_\_\_\_\_  
 Email Address \_\_\_\_\_ Anticipated ASU Major \_\_\_\_\_  
 Degree \_\_\_\_\_ Expected Term of Matriculation Fall \_\_\_\_\_ Spring \_\_\_\_\_ Summer \_\_\_\_\_ 20\_\_\_\_\_

**Section II: TO BE COMPLETED BY RECOMMENDER:**

**RECOMMENDER:** All letters of recommendation must be submitted by the recommender to The Murphy Graduate School via email at [graduatestudies@alasu.edu](mailto:graduatestudies@alasu.edu) or U.S. postal mail at the address above. Your candid evaluation of the above named candidate is appreciated.

1. Approximately how long have you known this applicant? \_\_\_\_\_
2. How well do you feel you know the applicant? ( ) Casually ( ) Well ( ) Very Well
3. What was the nature of your contact(s) with the applicant? ( ) Teacher ( ) Advisor ( ) Employer ( ) Other (specify): \_\_\_\_\_
4. Please objectively rate the applicant in the following areas:

	Excellent	Good	Average	Below Average	No Basis for Judgment
Academic performance					
Intellectual ability					
Dependability					
Aptitude for graduate education					
Communication skills:					
a. Written expression					
b. Oral expression					
Assertiveness					
Integrity					
Initiative					
Ability to cope with stressful situations					
Ability to organize and apply knowledge					

5. Please indicate your recommendation (check one):  
     ( ) Strongly                      ( ) With Reservation                      ( ) Cannot Recommend
6. Additional comments (Please attach any additional comments)

Recommender's Name \_\_\_\_\_ Title \_\_\_\_\_  
 Organization \_\_\_\_\_ Telephone \_\_\_\_\_  
 Address \_\_\_\_\_ Email \_\_\_\_\_  
 Signature \_\_\_\_\_ Date \_\_\_\_\_