



**LETTER OF RECOMMENDATION FOR GRADUATE STUDY**

**To be Completed by the Applicant:**

Applicant's Name: \_\_\_\_\_  
Last or Family Name First Middle

Degree Objective: \_\_\_\_\_ beginning in  Fall  Spring of 20\_\_\_\_

CONFIDENTIALITY INFORMATION (check choice and sign): I hereby  do  do not waive my right of access, under the Family Educational Rights and Privacy Act of 1974, to this letter of recommendation in regard to my application for admission. I understand that this letter will be used by the Department of Mechanical Engineering in its procedures relative to admission and financial assistance.

\_\_\_\_\_  
Signature of applicant Date

**To be Completed by the Evaluator:**

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

Select a peer group to which you will compare the applicant (check one):

- The graduating class of the undergraduate program of my department.
- First-year graduate students in my department.
- Doctoral students in my department.
- Engineering employees I have supervised.
- Other as described: \_\_\_\_\_

Relative to the peer group selected, rank the applicant in the following areas:

*(please mark "unable to observe" if you truly have had insufficient observations to form an opinion)*

	Top 1-2%	Top 5%	Top 10%	Top Quarter	Second Quarter	Bottom Half	Unable to Observe
Overall competence . . . . .							
Capacity for analytical thinking . . . . .							
Competence in the laboratory . . . . .							
Technical writing proficiency . . . . .							
Speaking ability in a formal setting . . . . .							
Capacity for self-directed action: "a self-starter" . . . . .							
Motivation for fundamental research . . . . .							

If the applicant's native language is not English, please evaluate his or her proficiency in spoken and written English: \_\_\_\_\_

Select a summary recommendation that best describes the applicant's potential for pursuing the degree objective:

- Outstanding
- Clearly capable, but not exceptional
- Acceptable
- Poor

Please write a candid evaluation of the applicant's potential from graduate study and graduate-level research. Attach a page containing your evaluation, or use the back of this form. Please discuss any strengths or weakness of which you are aware relative to the preceding questions. If the applicant would be coming to study in the U.S. from another country, a comparison of the applicant to other students from your institution who have successfully completed graduate study in the U.S. would be helpful.

Evaluator's Name: \_\_\_\_\_ Title: \_\_\_\_\_  
(Please Print)

Department: \_\_\_\_\_ Institution: \_\_\_\_\_

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

Telephone number: \_\_\_\_\_ Email address: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Our faculty appreciate the time and effort required to provide us with this evaluation. Thank you for your assistance.*

<b>Mail to:</b>	Graduate Admissions Analyst Department of Mechanical Engineering	University of Houston Houston, TX 77204-4792
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