

**TO APPLICANT:** Please complete information below and give this form to a person who is familiar with your educational background and abilities and who is willing to submit it on your behalf.

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Applicant's Last/Family Name	First Name	Middle Name	Degree Sought
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**The applicant is asked to sign the statement below before giving this form to recommender:**

Under the Family Educational Rights and Privacy Act of 1974, I have the right to inspect my file, including forms and letters of recommendation. The Act also provides for a waiver of that right, whereby this recommendation may be held as confidential. Accordingly, I do \_\_\_\_\_ do not \_\_\_\_\_ waive my right to review the following evaluation.

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Applicant's Signature	Date
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**TO RECOMMENDER (Answer in brief form here or attach an official letter):**

How long, how well, and in what capacity have you known the applicant?

What are the applicant's abilities, motivation, and potential for successful graduate study at the degree level indicated above?

Please discuss the applicant's strengths and weaknesses. (Does he/she work well with his/her peers, turn in assignments on time, follow instructions, work well independently, etc.?) If you need more space, please use the back of this form.

How would you rank the applicant with those students you know who have pursued graduate study in Electrical/Computer Engineering?

Top 5% \_\_\_\_\_ Top 10% \_\_\_\_\_ Top 25% \_\_\_\_\_ Upper 50% \_\_\_\_\_ Lower 50% \_\_\_\_\_

Do you recommend the applicant to the degree indicated above?

Very strongly \_\_\_\_\_ Strongly \_\_\_\_\_ With reservation \_\_\_\_\_ Not at all \_\_\_\_\_

If there is reservation, kindly explain: \_\_\_\_\_

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**Please print or type:**

Recommender's Name \_\_\_\_\_ Position/Title \_\_\_\_\_

Address \_\_\_\_\_

E-mail \_\_\_\_\_ Phone No. \_\_\_\_\_

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

**MAILING INSTRUCTIONS: DO NOT RETURN THIS FORM TO APPLICANT. RETURN IT IN AN OFFICIAL ENVELOPE OR WITH THE OFFICIAL STAMP OF THE INSTITUTION/COMPANY DIRECTLY TO:**

**Graduate Programs, University of Oklahoma, School of Electrical and Computer Engineering,  
110 West Boyd, DEH Room 150, Norman, OK 73019-1102**