This form may be duplicated as needed.

Aerospace and Mechanical Engineering
University of Oklahoma
865 Asp Avenue, Room 213
Norman, Oklahoma 73019-0601

Please fill out this form, seal it in an envelope, and sign on the sealed edge of the envelope to maintain confidentiality.

REFERENCE LETTER

Applicant: _____
Last First M.I.

Degree/Program:_____

The Family Educational Rights and Privacy Act of 1974 opens many student records for the student's inspection. The law also permits the student to sign a waiver relinquishing his rights to inspect letters of recommendation. The applicant's signature below constitutes a waiver signifying that the recommendation will remain **CONFIDENTIAL**. No signature below means the student will have the right to read this reference.

Date: _____ Signature: _____

The person named above is applying for graduate student admission in AME at the University of Oklahoma. We are interested in your frank assessment of his/her capabilities.

	Excellent	Above Average	Average	Below Average	Poor	No Opportunity to Observe
Knowledge of Engineering Principles						
Analytical Abilities - skills in applied mathematics						
Experimental Abilities - skill in designing and conducting physical tests						
Initiative/Motivation - willingness to work toward goals						
Intellectual Capacity - ability to learn new matter						
Communication Skills - ability to speak, understand, read, and write English						

Please add any comments that will help us judge the applicant's probability of success in our graduate program. (Use back of page for additional space, if needed.)

What is your relationship with the applicant? (advisor, teacher, supervisor, etc.)	Date:
Name (Type or Print)	Signature
Position	Institution
City, State	Country