



Letter of Recommendation

TO THE APPLICANT

Please complete this section, then give this form to your recommender.

Name _____

Under the Family Rights and Privacy Act of 1974, students enrolled at KGI have access to their admission records, including letters of recommendation. However, you may waive your right of access to recommendations, whereupon they will remain confidential. Your signature below constitutes such a waiver of access.

Signature _____ Date _____

TO THE RECOMMENDER

Note: If the applicant did not sign the waiver at the top of this form, s/he has access to your recommendation once enrolled at KGI.

We would greatly appreciate your candid evaluation of the applicant's performance as your student or employee, as applicable, and his/her potential for success as a graduate student and for a career in the biosciences.

Recommender's name _____

Position/Title _____

Department _____

Organization/Company/University _____

Industry _____

Address _____

Address 2 _____

City/ State/ZIP or Postal Code _____

Country _____

Email _____ Business phone _____

In what capacity and for how long, have you known the applicant? _____

Applicant's name _____

Recommender's name _____

- A. *Letter of Recommendation: Please elaborate on the applicant's character, skills, ability to function in team based projects, and your evaluation of his or her potential for success as a graduate student and for a career in the biosciences. **Please address these and other qualities in a letter as an attachment.***
- B. *Additionally, we request you assess the applicant's abilities in the following areas. Please rate the applicant on the following qualities on a scale of 1 to 6 with 6 as the highest and 1 as the lowest.*

Quality	Rating
Analytical ability	
Mathematical ability	
Oral expression	
Written expression	
Creativity	
Organizational skills/time	
Laboratory Skills	
Leadership	
Self-Confidence	
Motivation	
Ability to work independently	
Ability to work with others	

Signature _____ Date _____

Please return this letter of recommendation and recommendation form to:

Keck Graduate Institute
Admissions Office
535 Watson Drive
Claremont, CA 91711

or

admissions@kgi.edu

We invite you to learn more about KGI by visiting our website at www.kgi.edu or by contacting us through phone (909-607-8590) or email (admissions@kgi.edu). If you would like to arrange a presentation about KGI at your campus, please contact us.