

PONTIFICAL CATHOLIC UNIVERSITY OF PUERTO RICO
GRADUATE STUDIES



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Mayagüez Campus
P.O. Box 1326
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Arecibo Campus
P.O. Box 144045
Arecibo, P.R. 00614
(787) 881-1212, ext. 6022
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LETTER OF RECOMMENDATION

Instructions: Fill out parts I and II on the upper part of this form except B of part I which is to be completed by your reference. Have this form filled out by the person who offers the recommendation and asks him/her to send it directly to the Office of Admissions of the Campus you are applying to. (See addresses above).

I. General Data

II. Right of access to the information

Social Security _____
A. Name of Applicant _____
Graduate Program (area of specialization)

B. Name of the person who recommends

Position _____
Institution _____
Postal Address _____

Residential Address _____

Telephone Res. _____
Off. _____

_____ I waive my right to know the content of this letter of recommendation.
_____ I do not waive my right to know the content of this letter of recommendation.

Signature of Applicant

III. Knowledge of the applicant

1. I have known the applicant for a period of _____
2. I have associated with him/her in my position as:
- _____ Professor of a course
 - _____ Professor of various courses
 - _____ Director of his/her department of specialization
 - _____ Academic Counselor
 - _____ Guidance Counselor
 - _____ Immediate supervisor
 - _____ Other (Specify) _____

IV. Evaluation of the applicant

In each space provided below, write the number that corresponds to the term that best describes the capability of the applicant. Use the following scale:

- 5 Exceptional (Among the best you have known during your professional life)
- 4 Excellent (Among the best in his/her group-top 10%)
- 3 Good (Above average - from 11 - 20%)
- 2 Average (From 21 - 30%)
- 8 Not observable
- 9 Not applicable

- _____ Knowledge of his/her field of specialization
- _____ Intellectual capacity
- _____ Motivation and perseverance to reach his/her goals
- _____ Ability to carry out independent work
- _____ Capacity to work in groups
- _____ Ability to do research
- _____ Analytical ability
- _____ Skill in oral expression (Spanish)
- _____ Skill in oral expression (English)
- _____ Skill in written expression (Spanish)
- _____ Skill in written expression (English)
- _____ Responsibility
- _____ Probability of success in graduate studies
- _____ General evaluation

V. Comments or suggestions that can be help to the Committee on Admissions in the evaluation of the candidate.

_____ Date

_____ Signature