



# Research Experience and Mentoring

## Letter of Recommendation Handout 1: Sample Reviewer Form

These are the types of questions that might be asked of a reviewer about you. There are many different formats, but most forms ask similar questions to help the institution understand your unique credentials. Most forms are completed by the recommender online.

### Recommender Credentials (*Credibility of Recommender*)

Job Title \_\_\_\_\_

Institution \_\_\_\_\_

### Establishing Relationship with the Applicant (*Credibility of Recommendation*)

Number of years you have known the applicant \_\_\_\_\_

Nature of contact with the applicant.

Applicant was \_\_\_\_\_ during our contact:

- Undergraduate Student
- Graduate Student
- Research Assistant
- Other: \_\_\_\_\_

Served as the applicant's:

- Research Advisor
- Major Advisor
- Teacher (one class)
- Teacher (many classes)
- Department Chair
- Other: \_\_\_\_\_

Rating based on comparing applicant to:

- My Institution's Graduates in this field this year
- Graduates from all institutions in this field this year
- All students at this level
- Other applicants to target institution
- Other: \_\_\_\_\_

### Rating the Applicant (*Standard Review of Applicant*)

	Top 20%	Top 10%	Top 5%	Top 1%
Verbal Communication				
Written Communication				
Ability to Work Independently				
Intellectual Ability				
Knowledge in Field				
Scientific Ability				
Overall Rating				
Creativity				
Motivation				

### Written Comments (*Personal Review of Applicant*)

Provide additional insight into applicants skills and motivation or upload a letter.