

The Henry M. Jackson School of International Studies
University of Washington

LETTER OF RECOMMENDATION FOR GRADUATE ADMISSION

APPLICANT SECTION

Applicant Name: _____

Jackson School Program to which you are applying: _____

Under the provisions of the Family Educational Rights and Privacy Act of 1974, applicants admitted to the Jackson School have access to this recommendation unless they waive such access. Applicants denied admission have no right to review records under this Act. The school will accept and consider recommendations with or without such a waiver.

(Optional) I hereby waive my right of access to this recommendation.

Signature of Applicant

Date

Procedure: Give each of your referees one of these forms with one of the enclosed envelopes. Fill in your name and address on the envelope. Ask your referee to complete his/her part and return it to you sealed in the envelope. Submit it with your *complete application packet*.

REFeree SECTION

The above-named applicant is requesting that you submit a recommendation on his/her behalf for admission to a graduate program in the Jackson School of International Studies. On the reverse side of this form or, if you prefer, in an attached letter, please address the following:

1. How long and in what capacity have you known this applicant?
2. What are this applicant's qualifications for graduate work, i.e., his/her ability to pose research problems, perform original research, organize data and write articulate prose?

Referee's Name (please print): _____

Referee's Title and Institution: _____

Signature of Referee

Date

Procedure: Please seal this recommendation in the envelope provided by the applicant, sign your name as instructed on the back of the envelope, and return the sealed envelope to the applicant. We are asking applicants to submit all application materials at one time in a complete packet. If for some reason, you cannot follow these procedures, please send your recommendation as soon as possible to:

University of Washington
The Henry M. Jackson School of International Studies
Office of Student Services, Graduate Admissions
Box 353650
Seattle, WA 98195-3650