Doctor of Education in Educational Leadership
Recommendation Form

To the applicant: This form is important in your admission to doctoral studies. Please complete your parts as directed BEFORE giving this form to the recommender. Provide each recommender with a stamped envelope, addressed to the Student Services Office indicated above. ONLY forms mailed directly from the recommender to this office will be accepted.

Family Education Rights and Privacy Act (FERPA) Buckley Amendment
Under the provision of this Act you have the right, if you enroll in Wilkes, to review your education record. The Act further provides that you may waive your right to see this recommendation for admission. Please indicate whether you wish to waive that right or not by checking the appropriate phrase and signing your name.

I waive _____ do not waive _____ any right that I have to this recommendation form.

Applicant’s Signature: ________________________________________________

Applicant’s Printed Name: ____________________________________________

Print the recommender’s name and title or position: _______________________

This recommender is serving as a reference for ACADEMIC WORK.

Applicant – Do not write below this line.

To the Recommender: You are completing a recommendation focusing primarily on the applicant’s ACADEMIC WORK.

1. How long have you known the applicant? _____ Less than one year _____ more than one year
2. How well do you know the applicant? _____ casually _____ fairly well _____ very well
3. In what capacity have you known the applicant? __________________________________________
4. Please rate the applicant on the indicators listed below using the following scale:

<table>
<thead>
<tr>
<th>Criteria</th>
<th>4 Exceptional</th>
<th>3 Above Average</th>
<th>2 Average</th>
<th>1 Below Average</th>
<th>Unable to Rate</th>
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</thead>
<tbody>
<tr>
<td>a. Previous academic work</td>
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<td>b. Potential for doctoral level work</td>
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<td>c. Ability to work independently</td>
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<td>d. Ability to communicate in writing</td>
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<td>e. Ability to communicate verbally</td>
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<td>f. Goal-oriented work ethic</td>
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<td>g. Professional and ethical behavior</td>
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Return form to:
Student Service Center
Wilkes University
84 West South St.
Wilkes-Barre, PA 18766
5. If you alone were making the decision to accept this applicant as a doctoral student, which of the following would best describe your decision (CHECK ONE)?

☐ Accept – will likely complete the degree at an adequate level (2.0)

☐ Accept with reservations—please note concerns below (1.0)

☐ Do not accept—please explain below (0)

6. Optional: You may write a few sentences below on your estimate of the applicant’s chances of successfully completing the doctoral program of study in Educational Leadership and your opinion of his or her likely performance as a leader in the profession once the degree is completed. Statements about the candidate’s intellectual ability, initiative, stability and maturity, character and integrity, and interpersonal effectiveness are particularly important for persons applying to our program.