

# ELM Recommendation Form



*Department of Education  
Circle Hall, 3<sup>rd</sup> Floor  
190 Prospect Avenue  
Elmhurst, IL 60126-3296*

*630.617.3482 telephone  
630.617.3736 fax  
www.elmhurst.edu*

## Directions for Elementary Teacher Education Applicants:

Two (2) letters of recommendation are required as part of the application for admission to the Elementary Teacher Education program at Elmhurst College. Please request recommendations from professors or educators as described in the *Guide to Admission*. Complete the top part of this form before requesting a recommendation.

### Part A: To be completed by applicant

name Elmhurst College ID #

address city state zip

telephone (home) cell phone e-mail address

- I waive the right provided by the Family Rights to Privacy Act of 1974 (Buckley Amendment) to view this letter of recommendation in my file at Elmhurst College.
- I do not wish to waive my right. I wish to retain my right to view this letter in my file at Elmhurst College.

Checking this box verifies the signature of applicant date

### Part B: To be completed by recommender

Please rate the applicant on the following qualities:

	Excellent	Above Average	Average	Area for Growth	Cannot Rate
Literacy skills: Writing, Speaking, Listening, & Reading					
Mathematics skills					
Quality of interactions with diverse learners					
Skill in working with others in a positive, productive manner					
Appreciation of and receptivity to diversity, innovation, and change					
Commitment to education as a profession					

Please submit any additional comments on the back or on a separate sheet regarding your relationship to the applicant and your knowledge of the applicant's skills, personal qualities, motivation, prior coursework, additional language proficiency and/or ability to be successful in the elementary education licensure program at Elmhurst College.

**Return this form to the applicant in a sealed envelope and signed across the envelope flap.**

recommender signature date

title/school/company

telephone number e-mail address