

University of Cincinnati

**CONFIDENTIAL LETTER OF RECOMMENDATION
UNDERGRADUATE SUMMER RESEARCH PROGRAM
IN SCIENCE AND ENGINEERING
May 12-August 1, 2014**

THIS PART TO BE COMPLETED BY THE APPLICANT

NAME: _____
Last First Middle

I agree to waive my right to examine this letter of recommendation.

Signature

Date

THIS PART TO BE COMPLETED BY THE RECOMMENDER

MUST ALSO INCLUDE A NARRATIVE STATEMENT; SEE ITEM#6

Recommender's name (Please print)

Position or title School or company Phone number

Address

Signature

Date

1. How long have you known the applicant, and in what capacity?

2. I have had an excellent _____ good _____ fair _____ poor _____ opportunity to observe the quality of this person's abilities.

3. How do you rate the applicant's promise for research?

☐ Poor

☐ Weak in some area(s), such as _____

☐ Good

☐ Excellent

☐ No basis for judgment

4. If you were in need of a research assistant, would you hire this applicant?

☐ definitely not

☐ possibly

☐ very likely

☐ absolutely

☐ no basis for judgement

(Please continue on next page)

5. In comparison with other persons of similar training and experience, what is your evaluation of the applicant with respect to these general characteristics?

	Below Average	Average	Somewhat Above Average	Good	Unusual	Out- standing	Truly Excep- tional	Inadequate Opportunity to Observe
	Lowest 40%	Middle 20%	Next 15%	Next 15%	Highest 10%			
a. Knowledge of fundamentals								
b. Communication skills in English								
c. Ability to think/ work independently								
d. Ability to work with others								
e. Common sense								
f. Dependability								
g. Imagination and originality								
h. Motivation								
i. Maturity								
j. Carefulness in work								
k. Self-reliance and personal initiative								
Overall expectation of performance								

6. **REQUIRED:** On a separate sheet, please provide any other information concerning the applicant's potential that may not be reflected in the applicant's transcripts. Does the applicant have skills (laboratory, languages, computer, etc.) which are not adequately reflected in the academic record? If so, please elaborate. How does that applicant compare with promising contemporaries? The recommendation should include a statement about research potential.

SEND COMPLETED RECOMMENDATION TO:

Ms. Luree A. Blythe
University of Cincinnati, SDS, Mechanical Engineering, 598 Rhodes Hall
ML 0072 Phone: 513 556-2738 Fax: 513 556-3390
Cincinnati, OH 45221-0072 Email: blythela@ucmail.uc.edu

FOR QUESTIONS ABOUT THE REWU 2014 PROGRAM, CONTACT:

Urmila Ghia, Chair, REWU 2014 Program
Women in Science and Engineering (WISE)
School of Dynamic Systems – Mechanical Engineering
683 Rhodes Hall Phone: (513) 556-4612
University of Cincinnati
Cincinnati, OH 45221-0072

THE RECOMMENDATION MUST BE RECEIVED BY MARCH 1, 2014