2017-2018 Scholarships Recommendation and/or
Administrative Internship Recommendation

RECOMMENDATION FORM

Application Deadline: Friday, March 3, 2017

It is the applicant’s responsibility to get this recommendation form to a faculty member and to see that it reaches the Jewish Studies Program office by March 3. No application will be reviewed until the application file is complete.

(This section to be filled in by applicant)

Applicant’s Name: ________________________________________________________

The Family Education Rights and Privacy Act of 1974 opens many student records for the student’s inspection. The law permits you to sign this waiver relinquishing your right to inspect this letter of recommendation. Sign below if you give up your right to read this recommendation. Do not sign if you wish to read it.

Signature ____________________________________________   Date _____________

This form is provided for your convenience in writing a recommendation for the above-named individual for a Jewish Studies scholarship or administrative internship for the 2017-2018 year. It is expected that the student will inform you whether the application is for a scholarship(s) and/or the administrative internship.

Name of person writing recommendation: ______________________________________

Position/Title: ____________________________________________________________

Address:  __________________________________________________________________

Telephone Number:  ________________________________________________________

E-Mail Address:  ____________________________________________________________
Recommenders may use the form below or submit recommendations on a separate piece of paper.

1. How long have you known the applicant? ____________________________

How well do you know the applicant? □ Very well □ Fairly well □ Slightly

Title of course(s) applicant has taken with you and his/her performance in the course(s) compared with:
a) other students’ work, and b) your expectation for performance:

____________________________________________________________________

____________________________________________________________________

2. Please rate the applicant relative to other students/employees:

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<thead>
<tr>
<th></th>
<th>Outstanding Top 5%</th>
<th>Excellent next 10%</th>
<th>Good next 10%</th>
<th>Other</th>
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<tbody>
<tr>
<td>Academic Performance</td>
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<td>Scholarly Potential</td>
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<td>Job Performance (if applicable)</td>
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<td>Oral communication skills</td>
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<td>Written communication skills</td>
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3. Below please comment on the applicant’s overall academic achievement and potential; strengths and weaknesses or submit a separate letter of recommendation:

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

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____________________________________________________________________

____________________________________________________________________

Date___________________ Recommender’s signature_________________________________

Please return this recommendation by **Friday, March 3, 2017** to the Jewish Studies Program, Global & International Studies Building, 355 N. Jordan Avenue, Room 4023, Bloomington, IN 47405-1105. FAX: (812) 855-4314; E-mail: iujsp@indiana.edu