

# Letter of Recommendation

Dear Faculty Member:

**EOPS Tutorial Services** at Foothill College offers eligible students tutorial assistance in a variety of subjects. To provide effective service, we are continually seeking qualified tutors. However, before considering a student as a tutor, we require the student to submit a letter recommendation from a Foothill College Instructor. Please include as much information about this student as you consider necessary. We greatly appreciate your help in evaluating this prospective tutor.

Thank you,  
April C. Henderson  
EOPS Services Coordinator & Tutorial

Student's Name: \_\_\_\_\_

Courses Taken From You: \_\_\_\_\_

How complete is this student's knowledge of the course material.

Excellent     Good     Adequate     Inadequate

**Do you think the student can clearly explain concepts to others?**

Yes     No     I don't know

**Do you recommend this student as a tutor?**

Yes     No

If yes, please list specific course numbers you feel this student is competent in:

\_\_\_\_\_  
\_\_\_\_\_

**Additional Comments:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name (Print) \_\_\_\_\_

Signature: \_\_\_\_\_ Subject of instruction: \_\_\_\_\_

Contact information:  
phone/ext. \_\_\_\_\_

Email \_\_\_\_\_

Date: \_\_\_\_\_

CWID \_\_\_\_\_ (office will enter upon receipt)

**May we disclose this information to the applicant? Yes  No**