

**Drake University School of Education - Doctoral Graduate Admissions**

**Letter of Recommendation Form  
for Doctorate of Education (EdD) Program**

*Please include this form with all Letters of Recommendation*

**Name of Applicant:**

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**First**

**Middle**

**Last**

**Intended Degree:**

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**Degree**

**The following is addressed towards the applicant:** FERPA, as amended, commonly known as the Buckley Amendment, allows applicants to inspect and review all materials in their files, except for letters of recommendation written prior to January 1, 1975. Upon its completion and submission, the University faculty will utilize this document to evaluate your qualifications to be admitted into the graduate program you have designated. Before providing this form to the individual making a recommendation, please acknowledge one of the following confidentiality statements.

- I waive the right to review this document**
- I do not waive the right to review this document**

**Signature of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**The following is addressed towards the individual making a recommendation:** The above named individual requests your recommendation for admittance to the Drake University School of Education. The School of Education appreciates your cooperation in providing the following information regarding the applicant's qualifications. Upon completion, return this form and all attachments to:

**Coordinator of Graduate Admission  
Drake University School of Education  
3206 University Avenue  
Des Moines, Iowa 50311**

or via email  
[jared.mccarty@drake.edu](mailto:jared.mccarty@drake.edu)

**Attached: Recommendation Form /Additional Comments**

## Drake University School of Education - Doctoral Graduate Admissions

**Name of Applicant:**

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First

Middle

Last

**For how long have you known the applicant?** \_\_\_\_\_

**During this time, which of these following best describes your relationship with the applicant?**

- The applicant was an employee within a professional work environment.
- The applicant was a student. (Please circle: Undergraduate or Graduate)
- The applicant was something other than an employee or student.  
Please specify:

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*Please indicate the point at which the applicant is best described within the listed areas. Use your own student body/ employees as a reference group.*

Characteristics	High	Average	Low	Cannot Judge
Work Ethic				
Scholastic Ability				
Collaborative Ability				
Problem Solving				
Oral Communication				
Written Communication				
Respectful				
Enthusiasm				
Resourceful				
Open to Feedback				
Flexible/Adaptable				
Follow Through				
Ethical Behavior				

**Do you have any additional comments regarding the applicant's qualifications? If so please provide comments below or attach in a letter.**

**Drake University School of Education - Doctoral Graduate Admissions**

**Your name: (please print)**

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**Title:** \_\_\_\_\_ **Organization:** \_\_\_\_\_

**Address:**

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Street City State ZIP

**Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_