Michigan State University
Department of Computer Science and Engineering
LETTERS OF RECOMMENDATION FOR GRADUATE STUDY

Applicant: Please complete the top section.

Name of Applicant _________________________________________ Degree Sought ___________ 
Last First Middle

Undergraduate Institution ___________________________________ Apply for _______________ 
Semester Year

Under the provisions of the Family Educational Rights and Privacy Act of 1974, I waive my right of access 
to the information recorded below. (Optional)

Signature of Applicant Date

To the Respondent: May we have your comments on the applicant’s ability to carry on a program 
of advanced graduate study and research, his or her intellectual strength, character, stability and 
quality of previous work.

PLEASE USE THE BACK OF THIS FORM OR AN ADDITIONAL SHEET TO SHARE ANY 
INFORMATION YOU FEEL IS RELEVANT TO THIS STUDENT’S APPLICATION.

Overall, I would rank this student in the top __________ % of approximately _____students I have 
known in the last ___________ years.

In comparison with other students of the same academic level I would rank this student as follows:

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<tr>
<th></th>
<th>Lower Half</th>
<th>Upper half but not upper 25%</th>
<th>Upper 25% but not upper 10%</th>
<th>Upper 10% but not upper 5%</th>
<th>Upper 5%</th>
<th>No basis for judgement</th>
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<tbody>
<tr>
<td>Intellectual Strength</td>
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<td>Academic preparation in general</td>
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<td>Academic preparation in Computer Science</td>
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<td>Perseverance</td>
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<td>Potential as a teacher</td>
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<td>Writing ability</td>
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<td>Speaking ability</td>
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</table>

Signature ______________________________________________________________ Date _____________________

Name (Print or type) ____________________________________________________ Title _____________________

Institution _________________________________________________________________________________________

Address ___________________________________________________________________________________________

________________________________________________________________ Telephone ( ) __________________

Please return completed form to: Graduate Admission Processing, Department of Computer Science & Engineering,
3115 Engineering Bldg., Michigan State University, East Lansing, MI  48824-0590