1. **To the applicant**
   Under the Family Education Rights and Privacy Act of 1974 students who are accepted and who matriculate into the school/college program for which they applied are given the right to inspect their records, including their letters of recommendation, unless they have waived their right of review.

   You have the option of (1) signing the following waiver; or (2) declining to do so.

   _____1. I expressly waive any rights I might have of access to this letter of recommendation under the Family Educational Rights and Privacy Act of 1974.

   Date ___________________ Signature __________________________

   _____2. I do not agree to the waiver above.

   Date ___________________ Signature __________________________

2. **To the recommender**
   The above-named person is applying for graduate studies in the department of History at Bowling Green State University. We are interested in your frank appraisal of the applicant's qualifications. On the back of this form or on a separate sheet using your institutional letterhead, please answer the following questions:

   1) **How long, how well, and in what ways have you known the applicant?**
   2) **What aspects of the applicant's academic achievements are not readily apparent on the official transcripts?**
   3) **What is your assessment of the applicant's scholarly research ability?**
   4) **What is your evaluation of the applicant's potential as a teacher, particularly as a discussion leader in undergraduate courses?**
   5) **What is your assessment of the applicant's ability to work with others?**

3. **Summary Evaluation**
   Compared with ____ (number) students I have known over the past ____ (years), I would rank this student in the ____ percentile (with 100 being the highest). The educational level of the representative group with whom the applicant is being compared is (check one):

   ---college seniors ---master's candidates
   ---undergraduate history majors ---other ________

4. **Certification**
   (Signature) ____________________________ Title ______________________
   NAME ____________________________ Institution ______________________
   (print or type)
Mail to: Graduate Studies Coordinator
Department of History
Bowling Green State University,
Bowling Green, OH 43403-0220