

**Northern Arizona University
Master of Arts in Sustainable Communities
Letter of Recommendation**

Part I: To be completed by applicant

SUS Program Applicant Name: _____

Present address: _____

Telephone: _____ E-mail Address: _____

Under the Family Educational Rights and Privacy Act of 1974, students who are admitted and who matriculate into the program to which they apply are given the right to inspect their records, including their letters of recommendation, unless they have waived their right of review. Please review the following two options and select one:

- Option 1.** I expressly waive any right I might have to access to this letter of recommendation under the Family Educational Rights and Privacy Act of 1974.
- Option 2.** I do not agree to waive my right to view this letter of recommendation.

Signature

Date

Note to application: After completing Part I, you must provide the form to the person providing your recommendation.

Part II. To be completed by person providing recommendation:

The person listed above is applying for admission to the Master of Arts in Sustainable Communities at Northern Arizona University and has listed you as a reference. We solicit your candid evaluation of the applicant's preparation for graduate study, range of abilities and accomplishments, and creative and intellectual promise. On the back of this form or on your own stationery, please summarize your impression of this applicant in the following areas:

- a. the quality of the applicant's academic or creative achievements and/or potential and promise for advanced work,
- b. those aspects of the applicant's personality and character significant to graduate study (*e.g., motivation, organizational skills, communication skills, etc.*),
- c. the applicant's special skills and experience where demonstrated in an art, vocation, or profession.

We would appreciate knowing the extent of your contact with the applicant and any special situations in which you may have to observe him or her.

Signature

Date

Name (Please print) _____

Title _____

Address _____

Telephone: (____) _____ E-mail Address: _____

Please return this form and your recommendation directly to:
Master of Arts in Sustainable Communities
Northern Arizona University
NAU Box 6039
Flagstaff, Arizona 86011