## **TO THE APPLICANT**

TO THE ACADEMIC OR PROFESSIONAL SPONSOR

Requests for letters of recommendation should be made to teachers or professionals who are able to comment on your artistic ability and qualifications for study at The New School for Drama. Recommendations—in a sealed, signed envelope—may be submitted with your application. Alternately, recommendations must be sent directly to the Admission Office by the recommender; for her or his convenience, you should attach a stamped envelope addressed to:

The New School for Drama (DR 300) University Admission 72 Fifth Avenue New York, NY 10011

Applicant's First Name	_Applicant's Last Name
Applicant's Phone Number	_Date of Birth
Name of Recommender	
Program	
Under the Family Education Rights and Privacy Act of 1974 (Buckley Amendment), which gives students the right to inspect and review their educational records, students may waive their right to see specific confidential statements and letters of recommendation. Understanding that applicants, and the persons from whom they request evaluations, may wish to preserve the confidentiality of those evaluations, we ask that you sign one of the following statements:	
☐ I waive my right to examine this letter. ☐ I do	not waive my right to examine this letter.
Signature	Date
In a brief letter please give your candid evaluation of the applicant's past performance and future potential. The following questions suggest the type of information that we find useful: How long and in what capacity have you known the applicant? What do you consider the applicant's talents or strengths? What do you consider the applicant's weaknesses? How well do you think the applicant has thought out plans for graduate study? Please comment on intellectual ability, creativity, initiative, sensitivity to others, and leadership potential, and include any other relevant characteristics you think the admission committee should know.	
Recommender's Name	Date
Title/Position	
Institution/Business Name	
Relationship to Applicant	
Email	Phone

Please attach this form to your typed letter.

Please do not write in this space or on the back of this form.