PARSONS THE NEW SCHOOL FOR DESIGN

ACADEMIC OR PROFESSIONAL REFERENCE FORM

To the Applicant

This form should be given to a professor or professional reference who is able to comment on your qualifications for study at the graduate level at Parsons. Please ask your recommender to provide you with a sealed letter that you can forward to the Office of Admission with a Materials Cover Sheet. We strongly prefer self managed applications, but if this is not possible, your recommender may send the sealed letter directly to the Office of Admission at the appropriate address below.

Parsons Graduate Programs (PS 300) Office of Admission 72 Fifth Avenue New York, NY 10011 LAST NAME/FAMILY NAME FIRST NAME/GIVEN NAME MIDDLE NAME DATE OF BIRTH EMAIL ADDRESS TELEPHONE NAME OF PERSON COMPLETING FORM PROGRAM DEGREE TERM OF ENTRY 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. In the belief that applicants, and the persons from whom they request evaluations, may wish to preserve the confidentiality of those evaluations, we are giving you an opportunity to check one of the following selections: ☐ waive ☐ do not waive my right to future access to this document. I hereby SIGNATURE To the Recommender 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. NAME DATE TITLE/POSITION EMPLOYER/SCHOOL AFFILIATION RELATIONSHIP TO APPLICANT

EMAIL

ADDRESS

PHONE