RECOMMENDATION LETTER
Department of Civil Engineering
The University of Memphis

THIS PART TO BE COMPLETED BY APPLICANT

NAME of APPLICANT _______________________________ STUDENT ID ____________

PROPOSED DEGREE _______________________________ STARTING TERM ________ 20____

Materials in student files, such as recommendation forms, are open to inspection by the student upon request unless the student has waived the right of access in advance. Please indicate your wish by completing and signing the statement below. Your right to review this form is considered waived if you do not check a response or check both responses.

I hereby □ waive □ do not waive my right to access, under the Family Educational Rights and Privacy Act of 1974, this letter of recommendation.

_________________________________________ Signature of Applicant  Date

________________________________________________________________________

THIS PART TO BE COMPLETED BY THE RECOMMENDER

Once you complete this evaluation, please seal it in an envelope and sign across the seal. We are aware of the time and care necessary to prepare this evaluation and gratefully acknowledge your assistance.

Listed below are qualities we desire in civil engineering graduate students. Please rank the applicant in relation to others you have known in the same capacity.

<table>
<thead>
<tr>
<th>Quality</th>
<th>Superior Top 10%</th>
<th>Commendable Top 25%</th>
<th>Average Top 50%</th>
<th>Below Average</th>
<th>Unable to Judge</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intellectual Curiosity</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
</tr>
<tr>
<td>Problem-Solving Ability</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
</tr>
<tr>
<td>Decision-Making Ability</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
</tr>
<tr>
<td>Verbal English Skills</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
</tr>
<tr>
<td>Written English Skills</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
</tr>
<tr>
<td>Ability to Work in Groups</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
</tr>
<tr>
<td>Leadership Potential</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
</tr>
<tr>
<td>Dependability</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
</tr>
<tr>
<td>Motivation</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
</tr>
<tr>
<td>Initiative</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
</tr>
<tr>
<td>Ability to Work Independently</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
<td>□</td>
</tr>
</tbody>
</table>

Overall impression of this student's ability to do graduate-level research and academic work:

□ Recommend with confidence
□ Recommend
□ Recommend with reservation
□ Do not recommend
How long have you known the applicant and under what circumstances?

What are the applicant's strengths?

What are the applicant's weaknesses?

Please include any additional comments and/or clarifications here

______________________________  ______________________________
Signature of Person Completing This Form  Date

______________________________  ______________________________
Name of Person Completing This Form  Position/Title

______________________________  ______________________________
Organization/Institution  Department

______________________________
Street Address

______________________________  ______________________________
City  State/Province  Postal Code

Please return to:

Graduate Coordinator
Department of Civil Engineering
104 Engineering Sciences Building
The University of Memphis
Memphis, TN 38152