NKU | Office of Graduate Education

Recommendation Form
Graduate Programs in Counseling

To the candidate: This form must be emailed directly from the person making the recommendation.

Candidate's Information:

First Name _____ Last Name _____

Email _____ Phone _____

Program you are applying to _____

The Family Educational Rights and Privacy Act of 1974 allows an applicant to waive his/her right of access to this recommendation form. The university does not require the applicant to waive this right. Check one of the following statements and sign below:

☐ I waive my right to review this recommendation form

☐ I do not waive my right to review this recommendation form

Your Name _____

Your typed initials serve as your official signature _____

To the recommender: The candidate who has asked you to fill out this recommendation form has applied to a graduate program in Counseling. Please complete the following questions which rate the candidate's professional competence in comparison with other known individuals at a similar stage in their careers and check the appropriate box for each skill set.
We respectively request the recommendation be emailed directly from the person completing the form. Once you have completed your recommendation, please save a copy (file, desktop, etc.) then e-mail is to graduate@nku.edu.

Recommender's Information:

First Name _____ Last Name _____

Email _____ Phone _____

Title_____ Employer _____

Your typed initials serve as your official signature _____ Date _____

Length of time you have known/worked with candidate _____

Relationship with candidate _____

	Poor	Below Average	Average	Above Average	Exceptional	Inadequate Opportunity to Rate
Work Ethic						
Problem Solving						
Leadership						
Teamwork						
Academic Aptitude						
Oral Communication Skills						
Written Communication Skills						
Analytical Skills						
Creativity						
Ability to work with diverse individuals						
Openness						
Flexibility						
Cooperativeness						
Willingness to accept and use feedback						
Awareness of own impact						
Ability to deal with conflict						
Ability to accept personal responsibility						
Ability to express feelings effectively and appropriately						
Attention to ethical and legal considerations						
Initiative and motivation						

	Do not recommend	Recommend with strong reservations	Recommend with some reservations	Recommend	Highly recommend with no reservations
To what extent would you recommend this candidate for our program?					
To what extent would you recommend this candidate for the profession?					

Please provide a brief explanation for your recommendation:

Please complete and email a saved copy of this form as an attachment to graduate@nku.edu.