



Concordia
UNIVERSITY • SAINT PAUL

**Teacher/Mentor
Letter of Recommendation
for Southeast Asian Teacher
Licensure Program**

To the applicant:

The Family Rights and Privacy Act of 1974 provides that certain educational records may be open to students at their request. The Act also provides that in the case of recommendations, the institution may request, but not require, the student to waive his/her rights to read this confidential recommendation. Please indicate below whether or not you will waive your right to read the confidential recommendation on this form and sign your name.

To send this form electronically, complete the section below and save the file. It may then be sent to the person completing the reference.

I do _____ I do not _____ waive my right to read this confidential recommendation.

Applicant's Name _____ Signature _____

Address _____

To the person completing this reference:

This applicant has applied for admission to Concordia University, St. Paul, Minnesota. In order that we may better understand the particular qualifications, abilities, and character of the applicant, we are asking you to supply the information requested below. We appreciate your help in properly guiding this person.

Please mail to: Director of Admissions
Concordia University, St. Paul
275 Syndicate Street North
St. Paul, MN 55104-5494

Or digitally save and email to: admissions@csp.edu

1. How long have you known the applicant?

2. What are the duties and responsibilities of the TA/EA?

3. Please describe the applicant, paying special attention to character, conduct, scholarship, achievement, leadership, cooperativeness, personality, and other information you think might be helpful to us.

4. Do you consider the applicant able to carry college work successfully

5. What particular strengths would this individual bring to the teaching profession?

6. How well does the applicant get along with people?

Date _____ Signature _____

Position _____ School _____