

THE NEW SCHOOL FOR PUBLIC ENGAGEMENT

LETTER OF RECOMMENDATION

TO THE APPLICANT:

All degree and certificate applicants must provide letters of recommendation as part of the Milano application process:

- Master's and certificate programs: two letters of recommendation required
- PhD program: three letters of recommendation required

Please fill out the following information before giving this form to your recommender. Be sure to request letters of recommendation from people that have specific knowledge of your experience, skills, abilities, and interests. The recommender should mail the complete recommendation directly to Office of Admission, Milano The New School for Management and Urban Policy (MM 300), 72 Fifth Avenue, New York, NY 10011.

Name of Applicant _____
Last First M.I.

Recommender _____

Program _____ Degree _____ Term _____

Email Address _____

Under the Family Education and Privacy Act of 1974, 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 recommendations and evaluations, may wish to preserve the confidentiality of those documents, we ask that you fill in the following statement:

I hereby ☐ waive ☐ do not waive my right to future access to this document.

Signature _____ Date _____

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:

1. How long and in what capacity have you known the applicant?
2. What do you consider the applicant's talents or strengths?
3. What do you consider the applicant's weaknesses?
4. How well do you think the applicant thought out plans for graduate study?
5. 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.

Please rate the applicant for each of the following characteristics by circling the appropriate number on the continuum:

	No Basis For Judgment	Very Low	Average	Very High
A. Intellectual Ability	0	1 2 3	4 5 6	7 8 9
B. Communication Skills: Written	0	1 2 3	4 5 6	7 8 9
C. Communication Skills: Oral	0	1 2 3	4 5 6	7 8 9
D. Motivation for Graduate Study	0	1 2 3	4 5 6	7 8 9
E. Management Potential	0	1 2 3	4 5 6	7 8 9
F. Emotional Maturity	0	1 2 3	4 5 6	7 8 9
G. Leadership Potential	0	1 2 3	4 5 6	7 8 9

If you wish, please comment on the ratings you have assigned and provide any additional information about the applicant's record, potential, or personal qualities you believe would be helpful to the Office of Admission in considering this application.

I ☐ strongly recommend ☐ recommend ☐ recommend with some reservation ☐ do not recommend
this applicant for admission to Milano The New School for Management and Urban Policy.

Signature _____ Date _____

Name _____ Title _____

Organization _____

Relationship to Applicant _____

Telephone _____ Email _____

Address _____