

**2018 UCLA Henry Samueli School of Engineering & Applied Science
Summer Undergraduate Scholars Program**

EE Fast Track Summer Scholars Program, Functional Nanomaterials Summer Scholars Program, Transfer Student Summer Research Program, & Wireless Health Institute Scholars Program

Letter of Recommendation Form

Applicant:
Complete the top portion of this form before giving it to your letter writer.

Complete this section only. Type or print legibly all information requested. Then give your letter writer the completed form with signatures. Request your recommender email : **1) this completed form and 2) a letter of recommendation to susp@seas.ucla.edu. Materials must be received by 5:00 PM PST, May 18, 2018.**

Applicant's name: _____

Phone: _____

Email: _____

Recommender's name: _____

Recommender's email: _____

In accordance with the Family Education Rights and Privacy Act of 1974, by signing the box below, you waive your right to inspect this recommendation by signing the statement below.

Print name: I, _____ I hereby waive my right of access to this information on (write today's date): _____

Applicant's Signature: _____

Recommender:

Your comments on this **form as well as your letter of recommendation** are of great importance in consideration of this applicant for our internship program. Your feedback plays a major role in our consideration of this applicant for our program. Thank you for taking the time to provide us some feedback on this applicant.

- How long have you known the applicant (months/years)? _____
- In what capacity have you known the applicant? _____

	<u>Superior</u>	<u>Good</u>	<u>Fair</u>	<u>Poor</u>	<u>No basis for assessment</u>
Intellectual Ability/ Potential	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Motivation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Teamwork	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Initiative	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Curiosity	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Self-discipline	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Oral communication	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Written skill	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Reliability	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Maturity	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Potential for research	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Interest in graduate study	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

3. Overall assessment: Highly Recommend Recommend w/ confidence Recommend with reservations Do not recommend

Please write, using **institutional letterhead**, candidly about the student's qualifications and potential for research as well as academic success and motivation to pursue graduate school. Please describe the applicant's attributes such as motivation, intellect, maturity, and why you think this student stands out from the rest. Information provided in these recommendations will weigh heavily as we consider this applicant.

Recommender's Signature: _____ Date: _____

Printed Name: _____ Email: _____

Employer: _____ Phone: _____

Title: _____

Format & submission guidelines: Please use institutional letterhead to compose your letter. Signatures MUST be included on this form and your letter. Recommendation form & letter should be scanned as one file saved in the following format:

Applicant'slastname_applicant'sfirstname_LOR_Yourlastname. For example, Joe Bruin's letter writer Marla Bear should save their completed and signed recommendation form & letter as BruinJoe_LOR_Bear and emailed by the letter writer (NOT the applicant) to wuehara@seas.ucla.edu.