Student Reference Request Form

Both pages of the Student Reference Request Form must be completed to be accepted and processed. Students are also required to submit the following (drafts will be accepted): Resume or CV (Curriculum Vitae); Personal Statement; Unofficial Transcripts (ie: Degree Progress Report (DPR)).

Student Name (First and Last):

Names of Professors asked (Enter faculty name below):

1. 
2. 
3. 
4. 
5. 
6. 

This reference is for the following purpose(s): (check all applicable spaces)
☐ application/reference for employment
☐ scholarship or honorary award
☐ admission to another educational institution/program

The reference may be given in the following form(s): (check one or both spaces)
☐ written ☐ oral

I authorize Employee to release any and all information from my education records, as defined in the Family Educational Rights and Privacy Act (FERPA) and provide an evaluation relating to my education at Marquette University. (Check all applicable spaces)
☐ All prospective employers or
☐ All educational institutions to which I seek admission or
☐ All organizations considering me for an award or scholarship or
☐ The following employers, educational institutions and/or organizations considering me for an award of scholarship (list all applicable entities):

I understand and agree that this authorization shall remain in effect until revoked by me, in writing, and delivered to Employee/Marquette University. I further understand that any such revocation shall not affect disclosures previously made by Employee prior to receipt of such written revocation. Also, I hereby agree to indemnify, defend and hold harmless Employee, and Marquette University, for any claim arising out of, or related to, any reference or information provided pursuant to this authorization.
☐ I waive, ☐ do not waive (you must check one)

my right of access to this recommendation or other information provided pursuant to this authorization.

__________________________________________  ____________
Student Signature                      Date
Letter of Recommendation Form for Students

If this is an Employment Reference, then only Sections 1-5 need to be completed.

1. Full Name:

2. Hometown (city and state):

3. Year in school (junior, senior, post-bacc, ADP, grad):

4. Cumulative GPA at this time:

5. Cumulative SPPA GPA at this time:

6. Type(s) of programs you will apply to:

7. School(s) to which you will apply:

<table>
<thead>
<tr>
<th>Name</th>
<th>Deadline Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Complete and submit this form to Dani at: danielle.schneider@marquette.edu