



## Recommendation Letter

Please print or type all information.

I. Information to be completed by applicant.

A. Name \_\_\_\_\_  
Last First Middle

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Social Security number \_\_\_\_\_

B. Name of employer \_\_\_\_\_

Mailing address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone number \_\_\_\_\_

C. Your position at above company \_\_\_\_\_

How long have you been in this position? \_\_\_\_\_

D. Name of person giving recommendation \_\_\_\_\_

Position or title \_\_\_\_\_

I attest that all the information provided is true and complete to the best of my knowledge. I understand that false information will jeopardize my admission to and continuation in the St. Gregory's University programs.

Signature of applicant \_\_\_\_\_ Date \_\_\_\_\_

RECOMMENDATION: To be completed by a work-related reference not a relative. Please type or print.

A. How long have you known the applicant? \_\_\_\_\_

B. In what capacity? \_\_\_\_\_

C. In what ways has the applicant demonstrated academic preparedness and/or readiness to qualify for admission to this program?

Please explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

D. This program requires initiative and the ability to work alone and as a viable team member. Please rank the following criteria for applicant by checking the applicable box

Unknown      Low      Medium      High

	Unknown	Low	Medium	High
Shows initiative in work				
Ability to speak clearly				
Ability to work in a group				
Ability to manage time				
Ability to write clearly				
Ability to learn independently				

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone Number \_\_\_\_\_

Employer \_\_\_\_\_

Position or title \_\_\_\_\_

Signature of reference \_\_\_\_\_ Date \_\_\_\_\_

Mail or fax to:

Admission Office: St. Gregory's University CWA  
 5801 E 41<sup>st</sup> Street Suite 900  
 Tulsa OK 74135  
 Fax: 918-610-1111