

**Master of Public Administration Program
University of Wisconsin-Milwaukee**

Recommendation for Graduate Study

TO THE APPLICANT: This form should be given to a Professor or other individual with whom you have studied and who is able to comment on your academic performance and qualifications. For the recommender's convenience, you should include with the recommendation form a stamped envelope addressed to **the Director, Master of Public Administration Program, University of Wisconsin-Milwaukee, P.O. Box 413, Milwaukee, Wisconsin, 53201. (Please include your telephone number in case we need to contact you).**

Please check one of the boxes below and sign on the signature line.

- I waive my right to have access to this recommendation
- I do not waive my right to have access to this recommendation

Applicant Signature _____

TO THE REFERREE: This form will be of substantial value to the UWM Master of Public Administration Program to whether, and under what conditions, the applicant should be admitted to its graduate program. The form will be placed in the applicant's file. Please return this form at your earliest convenience as applications are processed continuously throughout the academic year.

Referees may also provide comments in the form of a recommendation letter to the MPA Director. Recommendations most useful to the Admissions Committee usually include the following:

1. Candidate's performance during your association and qualifications for graduate work in a professional public administration program
2. Prospects for the successful completion of graduate work
3. Prospect for effectiveness in organizational management and leadership

Thank you for assisting us to select well-qualified students for our graduate program.

Applicant's Name: _____

1. How long and in what capacity have you known the applicant?

2. Please discuss the applicant's qualifications for graduate study in public administration and prospects for successfully completing a program of graduate study. Please mention both the strong and weak points of the applicant. (If you wish, please feel free to use an additional page or to write a separate letter addressing these points).

3. Does this candidate, in your view, have any experience or special talents that would be relevant to a career in the public or non-profit sector? If so, please describe.

4. Please rate the applicant on the following dimensions, comparing him or her to other students you have known at the time of application for graduate study.

	Unable to Judge	Low Bottom 50%	Next 25%	Next 10%	Next 10%	Top 5%
Native Intelligence						
Motivation (Desire to Succeed)						
Originality (Initiative, Creativity)						
Ability to express thoughts in writing						
Conceptual ability						
Leadership Capability						
Communication Skills						
Ability to Supervise						

Reference Prepared by:

Name _____ Title _____

Institution/Department _____ Company/Organization _____

Telephone: _____ Telephone _____

Signature _____ Date _____

Thank you very much for completing this recommendation form.