



## Letter of Recommendation Form

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### Applicant Information

\_\_\_\_\_  
Applicant's Name

\_\_\_\_\_  
AU/WCL ID #

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

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**APPLICANT:** This form must be fully completed and must accompany your letter of recommendation. A letter received without this completed form or without the recommender's signature will be returned to the recommender.

The purpose for which this confidential statement is being obtained is admission to American University Washington College of Law's (WCL) Juris Doctor Program. It will be received and maintained in confidence. If you are admitted and enroll and if WCL retains letters of recommendation once the admission process is concluded — you may inspect this letter at that school unless you have voluntarily waived this right by signing the following statement:

"I understand that letters and statements of recommendation concerning me are to be sent to WCL, and I hereby expressly and voluntarily waive any and all access rights I might have to such recommendations under the Federal Family Educational Rights and Privacy Act, any state law, or any other laws, regulation or policies." (WCL will not process this form if this statement has been modified or altered in my way.)

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Applicant's signature

Date

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**RECOMMENDER:** The person whose name appears above is applying to WCL's LLM/JD program. This applicant has requested a letter of recommendation from you, and it would be very helpful if you submit your signed letter as soon as possible. WCL values your candid appraisal of the applicant's ability, academic and otherwise, to study law, including qualities of mind and character, dedication, responsibility, and readiness for the rigors of advanced academic study. Evidence of overcoming adversity, rising to challenges, and achieving beyond expectations are helpful in assessing candidates for admission. You may wish to include how well you know the candidate and in what capacity, your assessment of the relative strength of the candidate within the reference group in which she or he is being compared, and how the candidate will add to the diversity of WCL.

Important: This form must be fully completed and must accompany your signed letter of recommendation in order for WCL to match the letter to the applicant's file. Letters received without this completed item or without your signature will be returned to you. Do not send supporting materials (e.g., resumes) with your letter. They will be returned to you. Please complete or correct the lower portion of this form and send the form and your signed recommendation letter, preferably on letterhead, in a sealed envelope directly to the WCL Admissions Office in suite 507. Please staple your letter to this form.

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### Recommender Information

\_\_\_\_\_  
Recommender's Name & Title

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

State

\_\_\_\_\_  
Zip

\_\_\_\_\_  
Email

\_\_\_\_\_  
Phone