

## Office of Career Development

Vassar College, Box 7, Poughkeepsie, New York, 12604-0007 845/437-5285 FAX: 845/437-7257

### Letter of Recommendation

For the recommender: The space below is for a brief report which may be released to prospective employers, graduate schools or fellowship committees. It will be placed in the permanent file of the candidate. Please comment on the candidate's ability as you know it, being as concrete and specific as possible.

The Family Educational Rights and Privacy Act of 1974 gives candidates the right to inspect and review all current materials in their files. Candidates wishing to waive this right may sign the following agreement. The choice to waive access is wholly optional and at the discretion of the individual.

For the candidate: You may waive your right to access by signing below.

I waive my right to see this document:

Signature \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_  
Candidate's name and class \_\_\_\_\_

Name of Recommender (please print) \_\_\_\_\_ Date \_\_\_\_\_

Position \_\_\_\_\_ at \_\_\_\_\_

Address \_\_\_\_\_

Signature \_\_\_\_\_

PLEASE RETURN THIS FORM TO THE OFFICE OF CAREER DEVELOPMENT