

# RECOMMENDATION APPLICATION SHEET



## STARR

### Charitable Foundation Scholarship

In order to be considered for a STARR Charitable Foundation Scholarship offered through Michigan State University, the applicant must submit or have submitted on his or her behalf, three letters of recommendation from teachers, counselors, employers, or others who know the student. They cannot be from anyone who is related to the student.

**To the applicant:** Complete "Applicant Section" below, sign, and forward the form to the individual who will be providing your letter of recommendation.

#### **Applicant Section**

Name of Applicant \_\_\_\_\_

Current Address \_\_\_\_\_

Under the provisions of the Family Education Rights and Privacy Act of 1974, you (if admitted to and enrolled at Michigan State University) will have access to the information provided in this letter of recommendation unless you have waived such access. This waiver is not required as a condition of this scholarship.

I  do  do not waive my right to review this letter of recommendation.

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

*See Recommender Section on reverse side*

# RECOMMENDER SECTION



## STARR

Charitable Foundation Scholarship

Name of recommender: \_\_\_\_\_  
(please print)

**To the recommender:** The individual listed on the back is applying for a STARR Charitable Foundation Scholarship at Michigan State University. Please complete the information requested below and attach your letter of recommendation to this form. Please put your letter on official school or business letterhead, if appropriate. Return this form and your letter no later than November 1, 2016 to:

Office of Admissions  
Hannah Administration Building  
426 Auditorium Road, Room 250  
East Lansing, MI 48824-2604

Please note that under the provisions of the Family Education Rights and Privacy Act of 1974, this applicant will have access to the information you provide unless he/she has waived such access.

**Letter content:** In your letter, specify how long, and in what capacity, you have known the applicant. In addition, your recommendation letter should assist the review committee in understanding how the applicant embodies the characteristics and qualities valued by the STARR Charitable Foundation:

- Enthusiasm and dedication for learning
- Leadership abilities and ambitions
- Positive ethical character
- Unique characteristics that distinguish him/her from peers.

Specific examples that illustrate these qualities are particularly useful. Try to provide insight that goes beyond the information usually found on a student's resume or transcript.