

Recommendation Form

(Written Recommendation/References are also acceptable)



Metropolitan College of New York

Admissions Office
431 Canal Street • New York, NY 10013-1919
Phone: 1-800-33-THINK ext. 5001 • Facsimile: 212.343.8470
www.mcny.edu • admissions@metropolitan.edu

This form may be mailed or faxed by either the applicant or referent to the address at left.

(A) To be completed by the Applicant:

Program: MPA in _____ MBA in _____

Semester you intend to start: Fall 20____ Spring 20____ Summer 20____

I hereby waive do not waive my right to future access to this document.

Last Name	First	Middle	Social Security
Address	City	State	Zip Code

(B) To be completed by the Individual providing the recommendation:

Last Name	First	Middle	
Title	Organization		
Address	City	State	Zip Code

Relationship to Applicant:

1. How long have you known the applicant? _____ In what capacity? _____

2. What strengths make this applicant suited for this program?

(For MS in Education applicants, please discuss issues related to education, as well as the applicant's academic readiness and his/her readiness to teach children. Attach separate sheets as necessary.)

3. Use the scale below to rate the applicant:

	Undecided	Low	Moderate	High		Undecided	Low	Moderate	High
Analytical Ability	0	1 2 3	4 5 6	7 8 9	Management Potential	0	1 2 3	4 5 6	7 8 9
Written Communication	0	1 2 3	4 5 6	7 8 9	Leadership Potential	0	1 2 3	4 5 6	7 8 9
Verbal Communication	0	1 2 3	4 5 6	7 8 9	In summary:				
Self-Direction	0	1 2 3	4 5 6	7 8 9	Motivation				
Team Orientation	0	1 2 3	4 5 6	7 8 9	For Intensive				
					Study	0	1 2 3	4 5 6	7 8 9

4. Additional comments (please attach a letter of recommendation or additional pages, as needed):

I Strongly recommend Recommend Recommend with reservations Do not recommend

Signature	Date
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CONFIDENTIALITY: Materials submitted in support of application for admission to Metropolitan College of New York are used only by those members of the Admissions Committee charged with the responsibility for reviewing completed applications for admission. Each person given access to the materials is instructed to maintain strict confidentiality. The College does not provide access to admissions records to applicants who are rejected or those students who decline an offer of admission. In accordance with the Family Education Rights and Privacy Act of 1974, however, matriculating students do have access to their files. Thank you for your cooperation.



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