

# Recommendation Form

## Graduate Division

### Student Information (to be completed by the applicant)

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Name: \_\_\_\_\_  
Last First Middle Maiden

I, the applicant named above, understand that this recommendation will become part of my admissions file with Indiana Tech. As part of the file, I have the right to review this recommendation at my request. (Please check one of the boxes and sign below.)

- I waive my right to review this recommendation.
- I do not waive my right to review this recommendation.

\_\_\_\_\_  
Applicant's signature

\_\_\_\_\_  
Date

### Recommendation (to be completed by the submitter)

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The person whose name appears above has applied for admission to Indiana Tech's Graduate Division. The applicant has asked you to testify to his or her preparedness for graduate study. Please assist the admissions committee by completing the following form and responding openly and honestly to the requested information. Please be advised that the applicant does have legal access to this information, unless he or she has waived that right (see above).

How long have you known the applicant?

Please describe your relationship with the applicant.

Please assess the applicant's skill level in the following areas by marking the box that most closely approximates the competency of the applicant in comparison to the population.

	Top 5%	Top Quarter	2nd Quarter	Lower 50%
Verbal communication	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Written communication	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Problem solving	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to work independently	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to work under stress	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to learn new concepts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Taking responsibility for tasks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Written Recommendation

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Admission to the Graduate Division requires a minimum of two years of professional work experience. The assumption of the university is that by working for a period of time prior to the pursuit of a graduate degree, the student has attained considerable knowledge, maturity and discipline that is not common in younger students. These characteristics are deemed essential for successful completion of the degree program. Please provide a written narrative that demonstrates how the student has met this requirement. You may attach your comments on a separate sheet if you prefer.

## Verification

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I do hereby certify that all the information listed on this recommendation is, to the best of my knowledge, accurate and truthful.

\_\_\_\_\_  
Signature of submitter

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of submitter (please print)

\_\_\_\_\_  
Daytime phone number

\_\_\_\_\_  
Title

Please return this form to your admissions representative at one of the locations below. If you have questions, call us at 800.288.1766 or visit us online at [IndianaTech.edu/CPS](http://IndianaTech.edu/CPS).

**Fort Wayne Campus**  
College of Professional Studies  
1600 E. Washington Blvd.  
Fort Wayne, IN 46803

**Detroit Campus**  
**(online programs only)**  
College of Professional Studies  
2000 Town Center  
1900 Floor  
Southfield, MI 48075

**Elkhart Campus**  
College of Professional Studies  
3333 Middlebury St.  
Elkhart, IN 46516

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**Evansville Campus**

College of Professional Studies  
900 Tutor Lane  
Suite 107  
Evansville, IN 47715

**Fishers Campus**

College of Professional Studies  
10765 Lantern Road  
Fishers, IN 46038

**Greenwood Campus**

College of Professional Studies  
65 Airport Pkwy.  
Suite 100  
Greenwood, IN 46143

**Huntington Campus**

College of Professional Studies  
2809 Commercial Rd.  
Huntington, IN 46750

**Indianapolis Campus**

College of Professional Studies  
3500 DePauw Blvd.  
Pyramid 3010  
Indianapolis, IN 46268

**Jeffersonville Campus**

College of Professional Studies  
4403 Hamburg Pike  
Jeffersonville, IN 47130

**Kendallville Campus**

College of Professional Studies  
1607 E. Dowling St.  
Kendallville, IN 46755

**Louisville Campus**

College of Professional Studies  
11855 Commonwealth Dr.  
Louisville, KY 40299

**Mishawaka Campus**

College of Professional Studies  
4215 Edison Lakes Pkwy.  
Suite 150  
Mishawaka, IN 46545

**Munster Campus**

College of Professional Studies  
9245 Calumet Ave.  
Suite 201  
Munster, IN 46321

**Naperville Campus**

**(online programs only)**  
College of Professional Studies  
1552 North Aurora Rd.  
Naperville, IL 60563

**Northern Kentucky Campus**

College of Professional Studies  
809 Wright's Summit Pkwy.  
Suite 310  
Fort Wright, KY 41011

**Online Enrollment Center**

College of Professional Studies  
3500 DePauw Blvd.  
Pyramid 3010  
Indianapolis, IN 46268

**Warsaw Campus**

College of Professional Studies  
2928 Frontage Road  
Warsaw, IN 46580

**Wilmette Campus**

**(online programs only)**  
College of Professional Studies  
116 Skokie Blvd.  
Wilmette, IL 60091