

Interpreter Education Program - Regional OSEP

Recommendation Form

Recommendation Guidelines

1. To refer a potential student, please complete this form and return it along with the original application to Jami Hollingsworth at:

UALR, Administration South 106
2801 South University
Little Rock, AR 72204-1099

2. The recommendation form is to be written by an individual that is familiar with the student's educational and/or employment background and abilities.
3. All recommendation forms have to be completed a month before the semester for which the student is applying.
4. Please assess the candidate's qualifications and promise as an interpreting student. Of particular interest are your estimates of applicant's ability, motivation for study, capacity for acquiring professional skill in the field of interpreting, and evidence of commitment to seeking a career in educational interpreting or a related professional specialty with individuals who are Deaf.

Privacy Act of 1974

Under the Federal law entitled the Family Educational Rights and Privacy Act of 1974, registered students are given the right to inspect their records, including letters of recommendation. Opinion is divided whether letters open to review are more helpful in assessing a student's potential than those which are not. Should you wish to waive your right to access this evaluation, you may do so by signing the waiver below. In any case, all evaluations will be carefully considered. I expressly waive any rights I might have to access this recommendation under the Family Educational Rights and Privacy Act of 1974. I understand that the University of Arkansas does not require me to execute this waiver and is willing to review my application whether or not I sign it.

Student Signature: _____

Date: _____

General Information

Name of Referent: _____ Date: _____

E-Mail Address: _____ Telephone Number: _____

Referral Information

Candidate Name: _____

E-Mail Address: _____ Telephone Number: _____

Position Referred For: _____

Why this candidate is qualified for this position:

For Program Use Only

Date Received: _____ Interviewed? _____