

LETTER OF RECOMMENDATION
M.A. PROGRAM IN ENGLISH LITERATURE
SAN FRANCISCO STATE UNIVERSITY

This Part To Be Completed By Applicant

Name of Applicant: _____

Semester Applicant Plans to Enroll: _____

Applicant: Inform your recommender of the application deadline and provide the recommender with your statement of purpose, writing sample, and/or any other information that would be helpful for him or her to write a recommendation for you. The letter can be sent to the address below. Provide a stamped, pre-addressed envelope.

This letter of recommendation, submitted in support of your admission to graduate study, will be kept confidential. The Family Education Rights and Privacy Act of 1974 and its amendments, and the California Information Practices Act of 1977 and its amendments, guarantee you access to educational records concerning yourself. You also are permitted by those laws to voluntarily waive that right of access. Check one box.

I waive my right of access to this letter of recommendation

I do **not** waive my right of access to this letter of recommendation

Signature of applicant: _____ Date: _____

This Part To Be Completed By Recommender

On another page, please assist the above named applicant and the Graduate Admissions Committee by describing your acquaintance with the applicant and his/her qualifications and prospects for success as a graduate student.

Letters of Recommendation must reach the English Department no later than **February 1** for Fall applicants and no later than **October 1** for Spring applicants.

Signature _____

Date _____

Name _____

Title _____

Address _____

**MAIL TO: English Department, Graduate Literature, San Francisco State University, 1600
Holloway Avenue, San Francisco, CA 94132**