

# CHRIST COLLEGE

## Request for Letter of Recommendation from Dean Piehl

Information must be provided for EACH institution or organization for which you are requesting a recommendation.

*NOTE: Please show contact information that will enable us to reach you at the time your recommendation is due.*

Your name \_\_\_\_\_ ID # \_\_\_\_\_

Address \_\_\_\_\_ Phone # \_\_\_\_\_

City, State, Zip \_\_\_\_\_ E-mail address \_\_\_\_\_

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Name of institution or organization \_\_\_\_\_

Name of program or position you are applying to \_\_\_\_\_  
*(e.g. MA in Slavic languages; PhD in astrophysics)*

Name of person to address (if applicable) \_\_\_\_\_

COMPLETE mailing address \_\_\_\_\_

Date recommendation is due \_\_\_\_\_

If there is a form to accompany the letter, is it attached? \_\_\_\_\_ *(yes or no)*

Have you signed the privacy waiver/non-waiver? \_\_\_\_\_ *(yes or no)*

How should the recommendation be sent? *(please check one)*

\_\_\_\_ Directly to the institution by US mail *(address given above?)*

\_\_\_\_ Directly to the institution by FAX (FAX # \_\_\_\_\_)

\_\_\_\_ Directly to the institution by e-mail *(E-mail address \_\_\_\_\_)*

\_\_\_\_ On-line *(Internet address \_\_\_\_\_)*

\_\_\_\_ Returned to you in sealed/signed envelope

**Please attach a copy of your most recent resume**