

**Letter of Recommendation Format**

To be completed by someone other than a family member

**Deadline: March 1**

Student’s Name:

Date:

Recommender:

Position Title:

Company or Organization:

Email:

Phone:

Please answer the following questions on a separate page.

1) How do you know this student?

2) How long have you known him/her?

3) Please describe what you know about the types of community involvement in which the student has been engaged either on or off campus.

4) Does the student demonstrate leadership ability/potential? In what ways is this apparent?

5) How does the student exhibit exemplary communication skills (listening, speaking, and writing)?

6) How would the student benefit from this program ($5000 scholarship and working with an alumni mentor)?

7) What skills does the student have that would allow him/her to work effectively with a mentor?

Please submit this letter DIRECTLY to Cindy Peterson, Director, Scholastic Connections at [petersoc@augsburg.edu](mailto:petersoc@augsburg.edu) or at Campus Box 189, Augsburg College, 2211 Riverside Ave., Minneapolis, MN 55454. If you have questions please contact Cindy Peterson at [petersoc@augsburg.edu](mailto:petersoc@augsburg.edu) or at 612-330-1754.