



Swarthmore College

THE LANG CENTER

For Civic and Social Responsibility

Letter of Recommendation

Instructions

Thank you for agreeing to write a letter of recommendation for this Lang Opportunity Scholarship Program applicant! The Eugene M. Lang Opportunity Scholarship Program each year selects a small number of Swarthmore College's sophomore class as Lang Scholars. Selection criteria include distinguished academic and extra-curricular achievement, leadership qualities and demonstrated commitment to civic and social responsibility. As its central feature, the Program offers each Scholar the opportunity and related funding to conceive, design and carry out an Opportunity Project that creates a needed social resource and/or effects a significant social change or improved condition of a community in the United States or abroad. In addition, it offers each Scholar a diverse succession of undergraduate and graduate financial and other benefits. The Program was conceived and endowed by Eugene M. Lang '38.

In your emailed recommendation, please be sure to address the following points:

- ✓ Explain your relationship to the applicant (length of time you've known each other and context).
- ✓ In what respect is this person exceptional to others you have known with a similar background?
- ✓ Please list the applicant's qualities, traits and skills, with specific examples of each.
- ✓ If you are aware of experiences, achievements or accomplishments that may be relevant to her or his suitability to the LOS Program, please discuss.
- ✓ Emphasize key points that you want the reader to take note of on the resume or application (the selection committee has access to both).
- ✓ List your own contact information if you are willing to receive follow-up correspondence or answer questions.

Please email your recommendation to Jennifer Magee (jmagee1@swarthmore.edu) by Monday, October 23, 2017. If it is not possible for you to submit a recommendation letter or email by that date, I can be reached by phone at 610-328-7320.