

Letter of Recommendation Request Form

Dear Professor _____:

Thank you for agreeing to write a recommendation letter for me. It means a lot to know that you support my continuing STEM studies. If you have any questions about the scholarship program, please contact the grant leaders by email at:

NSF-STEM-SCHOLARSHIP@smc.edu.

To assist you as you write the letter, I have provided some information below about myself and about my academic goals. Contact me directly if you have any questions. Please submit your brief recommendation using the [google web form](#) that was emailed to you no later than **July 20th, 2018**.

Please retain a copy of this request form for your records.

Full Name: _____ SMC ID#: _____

SMC Email Address: _____ STEM Major: _____

Course taken with you: _____ Semester/Year: _____ Grade: _____

Ultimately, I am aiming towards the following degree/career/field of study:

The first words that come to mind when describing myself are:

If there is one thing that I would really like you to mention in your letter, it would be:

Receiving this scholarship will help to address these specific challenges that I face in completing my SMC program:

FERPA Waiver: I waive my right to view this letter. Furthermore, I authorize you to release information about me and provide honest evaluation of my qualifications, based on your knowledge of me from activities inside and/or outside the classroom, and based on my performance in your class. I authorize you to provide any academic information about me including, but not limited to, my grades, GPA, class rank, other scholarships, honors, awards, and comments about me from other instructors.

Student Signature: _____ Date: _____
