

**The University of Texas Health Science Center at San Antonio**  
**School of Health Professions**  
**Clinical Laboratory Sciences**  
**Request for Reference**

**APPLICANT'S SECTION**

Office use only. Do not write in this box.

Applicant's Name \_\_\_\_\_

HSC Badge # \_\_\_\_\_

If the evaluator has taught you, give the course and number:

Course Number \_\_\_\_\_ Semester Hours \_\_\_\_\_ Grade \_\_\_\_\_

**Family Educational Rights and Privacy Act of 1974 (FERPA)**

Under the provisions of this Act, you have the right to see recommendations for admission. Please choose the appropriate phrase below and sign your name.

I  Waive  Do Not Waive any right of access that I may have to this recommendation form.

Applicant's signature \_\_\_\_\_ Date \_\_\_\_\_

**REFERENCE'S SECTION**

Reference's Name \_\_\_\_\_ Title \_\_\_\_\_

Reference's Address \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_

Reference's Signature \_\_\_\_\_ Date \_\_\_\_\_

How long have you known this applicant and in what capacity? \_\_\_\_\_

For the categories listed below, a list of representative traits or behaviors is provided to assist you in evaluating the applicant in comparison with other students of the same level. Please check the most appropriate box for each category, and include a short narrative in the space provided on the back of this form. Comments may be submitted on a separate page.

	Exceptional	Above Average	Average	Below Average	No Opportunity To Observe
INTEGRITY – Takes responsibility for her/his work; readily admits mistakes and takes corrective action.					
PROFESSIONALISM – Responds to corrective criticism in a positive manner, demonstrates respect for colleagues and instructors, and presents a neat and appropriate appearance.					
INITIATIVE & MOTIVATION – Prepares for class by completing all assigned reading and proceeds on her/his own after assigned work is given.					
PSYCHOMOTOR SKILLS – Exhibits manual dexterity, eye-hand coordination, and is able to produce results with precision and accuracy.					
COMMUNICATION SKILLS – Expresses thoughts clearly and is able to interact and relate with colleagues and instructors.					
ORGANIZATIONAL SKILLS – Is able to complete assigned tasks in a reasonable amount of time in an efficient and organized manner, records data legibly and accurately, and maintains a clean and orderly work area.					

Overall Recommendation – check the appropriate statement:

- Highly recommend this applicant
- Recommend this applicant
- Recommend with reservations

Explain \_\_\_\_\_

- Do not recommend

We would appreciate your written comments on this applicant. They will be carefully considered by the Admissions Committee and will play a key role in our evaluation. Please describe the particular talents, strengths and weaknesses of the applicant as they could relate to their study. If you have worked with the applicant on any special project, please give an evaluation of her or his performance. Any favorable or unfavorable indications of individual research potential and comments on the ability of the applicant to do independent and creative work are especially useful. We thank you in advance for your evaluation.

Please return this form to: The University of Texas Health Science Center at San Antonio  
Office of the Registrar – MSC 7702  
7703 Floyd Curl Drive  
San Antonio, Texas 78229-3900  
FAX (210) 567-2685