



Academic Reference Letter Guidelines for Applicants

Dear Applicants,

Applicants generally use a letter from a current or former professor. Providing a letter from a professor is the strongest way to represent your academic abilities.

Even if you have been out of school for years, it's possible that a former prof will remember you. Or you can perhaps jog his or her memory about your capabilities by providing a past essay or assignment, a list of academic awards and achievements or transcripts. If it's just not possible to have a former professor write the letter, perhaps a supervisor/employer could provide the reference.

It is appropriate for the professor or employer to comment on things like general impressions of your aptitude, contributions in class, work with others, writing/language skills, problem solving ability, creativity, organizational skills, research ability, technical expertise, research software savvy, or any other academic asset you would bring to our program.

PLEASE HAVE YOUR REFEREE ANSWER THIS QUESTION IN THEIR LETTER:

How would you compare this applicant to other students in your program? For example: Top 1%? Top 10%?

Your referees' impressions of you can be quite impactful. It is not inappropriate to ask a referee if they are comfortable writing a strong letter of reference.

Thank you and good luck!

From the Child Study & Education MA Program