

**REFERENCE FORM FOR APPLICATIONS TO
THE EDUCATIONAL LEADERSHIP DOCTORAL PROGRAM
WESTERN ILLINOIS UNIVERSITY**

Applicant: _____

NOTICE: Public Law 93-380, the Family Education Rights and Privacy Act of 1974 grants all students the right to inspect and review all of their official educational records. This right extends to letters of recommendation written on/after January 1, 1975, except that a student may waive his/her right to inspect and review letters of recommendation by signing a waiver.

WAIVER FORM: I, _____, the undersigned, hereby waive any right or privilege provided by Public Law 93-380 to inspect or challenge the content and comments expressed in this letter of recommendation. I expect that the observations made shall remain confidential between the writer and the person, agency or organization to whom any credential may be addressed.

Date _____ Student's Signature _____

To Whom It May Concern:

This person has applied for admission to the doctoral program in Educational Leadership at Western Illinois University. We would like your appraisal of the applicant's appropriateness to enter a doctoral program. Please make the following scale and also provide comment that you feel will further our understanding of this person's qualifications.

1. Emotional Self Awareness (the ability to recognize and understands one's feelings and emotions)	4. Highly Developed <input type="checkbox"/>	3. <input type="checkbox"/>	2. <input type="checkbox"/>	1. Needs Improvement <input type="checkbox"/>
2. Self-Management (the ability to complete multiple tasks in a timely manner)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Interpersonal Relationships (the ability to establish and maintain mutually satisfying relationships)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Social Awareness (the ability to sense the emotions of others)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Problem Solving (the ability to identify and define problems as well as to generate potential effective solutions)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Emotional Self Control (the ability to keep disruptive emotions and impulses under control)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

7. Please provide your insights and knowledge of the applicant's academic and professional aptitude, their ability to complete advanced graduate work, and their ability to participate in research. If you have additional comments, please use an additional sheet of paper.

Return form to: Admissions Secretary Department of Educational Leadership Western Illinois University 81 Horrabin Hall Macomb, IL 61455	Signature: _____ Position: _____ Address: _____ _____ Telephone: () _____
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