IU College of Arts and Sciences
Recommender Form for the
Verne O. Kling & Dorothy M. Kling Scholarship

To Student: Please fill out the top portion of this form and provide a copy to each individual who will submit a letter of recommendation on your behalf.

You must request two, and only two, letters of recommendation. One letter must be from a faculty member (not an Associate Instructor [AI]) here at IU Bloomington in your field of study. This letter should come from a faculty member who has taught you in at least one course and who knows you well enough to write a detailed assessment of your academic performance and to comment on your intellectual potential. Your second letter may be from a faculty member from any department. Letters of recommendation must be received **by 5:00 p.m. on December 1, 2017**. Please provide each of your recommenders with a copy of this form. Letters of recommendation should be submitted electronically to kmcompto@indiana.edu, Subject: Verne O. Kling & Dorothy M. Kling Scholarship Competition. Should you have questions or need additional information, contact Kelly Compton, Director of Scholarships (kmcompto@indiana.edu) at (812) 856-4414.

Name: _____
Last First Middle

IU Email Address: _____

In accordance with the Family Education Rights and Privacy Act of 1974,

I waive ☐ do not waive ☐ my right to inspect this letter of recommendation.

_____ _____
Signature of applicant Date

To Faculty Recommender: **Name:** _____

The above-named student is applying for a competitive scholarship through the College of Arts and Sciences. The Verne O. Kling & Dorothy M. Kling Scholarship was established through the Will of Verne Otis Kling. Letters of recommendation play an important role in the process of selecting from among many highly-qualified candidates for this scholarship. In the past, selection committees have found that the most effective letters provide detailed and candid assessments of the student's academic potential and/or personal characteristics that distinguish them from their peers and make them suitable for this award. The selection committee will have access to the student's academic record, but committee members especially welcome information about the applicant that elucidates his/her personal qualities. Recommenders are asked to include concrete examples that come from their personal observations since these illustrations often provide details that are helpful in identifying truly outstanding candidates. Also, please indicate in your letter how long and in what capacity you have known the applicant and include your title along with your signature.

The selection committee recognizes and appreciates the time you invest in the recommendation process. We thank you for your support of our students and our scholarship programs.

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