

**Doctorate of Education (Ed.D.) in Educational Leadership  
California State University, Sacramento**

**Letter of Recommendation**

***Applicant completes this section***

Name \_\_\_\_\_  
Last First Middle

Address \_\_\_\_\_  
Street City State ZIP Code

Applicant for term beginning \_\_\_\_\_ Campus \_\_\_\_\_  
Month Year

**Primary Area of Interest:**

- ☐ Pre-Kindergarten-Grade 12 Leadership  
☐ Community College/Postsecondary Leadership

APPLICANT'S WAIVER OF ACCESS STATEMENT: I understand this letter of evaluation is to be received and maintained in confidence by the Ed.D. Program, for admission consideration for graduate status. I hereby expressly waive any and all rights I might have of access to this evaluation under the Family Education Rights and Privacy Act of 1974, the California Information Practices Act of 1977, and any or all other laws, regulations or policies. I understand that the rights I am waiving include, but are not limited to, the right to inspect and review this letter, the right to have a copy of this letter made for my use; and the right to request an amendment of this letter.

- ☐ Yes, I waive the right to view this letter of recommendation.  
☐ No, I do **not** agree to waive this right. I wish to retain the right to view this letter of recommendation.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

***Recommender completes this section***

Please write candidly about the applicant's educational leadership potential and skills, academic qualifications, ability to succeed in a rigorous program of doctoral study, problem-solving ability, interest in critically assessing and bringing about improvements in educational policies and practices, leadership in the profession, and technology proficiency. Descriptions of significant actions, accomplishments, and personal qualities related to educational leadership are particularly helpful.

***You may attach your response on a separate page.***

APPLICANT :

**Recommender completes this section**

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

Please rate the applicant on the qualities listed below:

Candidate Characteristics	Exceptional <i>Top 5%</i>	Outstanding <i>Top 15%</i>	Above Average <i>Top 25%</i>	Average <i>Mid 25%</i>	Below Average <i>Lowest 50%</i>
Depth of preparation and experience in public education					
Demonstration of educational leadership potential and skills					
Record of successful experience in educational leadership roles					
Academic ability					
Problem-solving ability including use of data in decision making					
Interest in critically assessing educational practices					
Commitment to bringing about improvements in education					
Understanding of challenges facing California education					
Technology proficiency					
Overall leadership potential					
Overall scholarship potential					
Interest in becoming a visionary leader					
Awareness and commitment to issues of social justice					
Experience in developing and implementing educational policy					

Admission to the Ed. D. Program is:

- ☐ Strongly recommended  
☐ Recommended  
☐ Recommended with reservations  
☐ Not recommended

Name of Recommender \_\_\_\_\_ Title \_\_\_\_\_

Signature of Recommender \_\_\_\_\_ Date \_\_\_\_\_

Institution \_\_\_\_\_

Email address \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Are you willing to respond to additional questions by phone or email? ☐ Yes ☐ No

Please mail to: Dr. Edmund W. Lee, EDLP Department Chair  
CSU, Sacramento College of Education 6000 J Street Sacramento, CA 95819