



2023-2024
Faculty and Staff
Premier Scholarship
Letter of Recommendation

Name of Student Applicant: _____

COTC ID: _____ Program of Study: _____

Anticipated Date of Graduation: _____

Instructions to Applicant:

You must provide two letters of recommendations. One must be from a COTC faculty member and the other can be from COTC faculty or staff. Select someone who is well acquainted with your work and character. Let your evaluator know about the Premier Scholarship and your reasons for seeking this funding.

Instructions to Evaluator:

The person named above is applying for the Premier Scholarship. The committee is requesting your candid, detailed written evaluation of the applicant's qualifications. Your evaluation should be on letterhead and attached to this form. Since you know the applicant, the scholarship review committee is depending upon your thoughtful observations. The applicant will benefit most from specific and illustrative evaluation rather than a general assessment. Your evaluation should discuss the applicant's strengths and, as appropriate, provide insight into any area where growth is needed. Please define the criteria upon which you base your judgment and how the applicant meets your criteria.

Please complete the information below and return this form and your signed letter of recommendation to **Student Financial Services by 5:00 p.m. on Friday May 12, 2023**. You may submit in person or send directly to [Jennifer Podesta](#). Your evaluation will not be released to the applicant.

The Premier Scholarship Committee thanks you for your assistance.

Evaluator's Name _____

Title _____

Affiliation _____

Phone # _____

Email _____

How long have you known the applicant? _____

In what capacity do you know the applicant? _____