	Recommendation Letter Scoring
Very Highly Recommend (5)	Detailed description of the student and his/her qualifications. Several compelling and relevant anecdotal or statistical pieces of evidence that both attest to the student's character and achievements
Highly Recommend (4)	Good description of the student, specifically addresses the student's qualifications. Some anecdotal or statistical evidence of the student's character and achievements
Recommend (3)	Good description of the student, addresses some of the student's qualifications. Some anecdotal or statistical evidence of the student's character or achievements.
Somewhat Recommend (2)	Some information about the student; addresses at least one aspect of the student's qualifications. May be lacking in evidence or provide non-specific evidence of the student's character or achievements
Does not Recommend (1)	Too brief to accurately evaluate and/or did not address any of the student's qualifications
(0)	No letter
Tips	All letters should be written and signed by an employer, teacher, instructor or community member (such as clergy). If the letter is not signed it should be on official letterhead. Letters should be from within the last year and be written for this intended purpose, not a "recycled" letter.