



### Reference Recommendation Information and Waiver Form

To (Name of Reference): \_\_\_\_\_

Name of Applicant: \_\_\_\_\_  
(First) (MI) (Last)

The above named individual is submitting an application for a scholarship from Resurrection Lutheran Church. He/She is requesting that you provide a letter of reference/recommendation. These scholarships will be awarded to students who have outstanding academic records, possess positive personal and leadership qualities, participate in extracurricular activities, including but not limited to: music, drama, student government, athletics, etc., participation in church and church youth activities and community service. It is requested that you address these items in your letter of reference/recommendation. In addition, you may wish to comment on the applicant's character, integrity, cooperation, dependability, poise and attitude toward criticism.

#### WAIVER OF RIGHT TO INSPECT LETTERS OF REFERENCE/RECOMMENDATION



Federal law gives individuals the right to inspect their records including letters and statements of recommendation. The law also stipulates that individuals may waive their right to inspect confidential recommendations that are used solely for their intended purpose.

Check one:

- I hereby waive my rights to personal access to confidential letters and statements of recommendation contained in my scholarship application files.
- I **do not waive** my right to personal access to confidential letters and statements of recommendation contained in my scholarship application files.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date