

New York Arts Program

305 West 29th Street New York, NY 10001 Tel. 212 .563.0255
www.nyartsprogram.org Fax. 212.563.0256

New York Arts Program – Ensemble Studio Theatre Summer Conservatory Program

Faculty recommendation form

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Instructions to Student:

Complete and sign two copies of this form and give them to the persons writing your letters of recommendation. At least one letter should come from a faculty member in the field you are pursuing. It is your responsibility to see that your recommendations are forwarded to the Program before the application deadline. Some schools have an off-campus study policy that requires all application materials, including recommendations, be returned to your off campus study office. Others may require you to send your application materials directly to the Program. Please specify any instructions and/ or deadlines for the person writing your letter below, and if necessary provide the letter writer with a stamped, addressed envelope in addition to this form.

Please provide the NYAP- EST Summer Program description to your recommenders.

In accordance with the terms and provisions of the Family Educational Rights and Privacy Act of 1974, section 438, I hereby (check one): have___ have not___ waived my right of access to this recommendation.

Student name_____signature_____date_____

Instructions to Recommender:

This student is in the process of applying for admission to the New York Arts – EST Summer Program and is asking you for a recommendation. Please feel free to use the reverse side of this form, or to staple this form to your stationery or letterhead. In your letter please address this student's level of preparedness for the work he or she is pursuing. If possible, please comment on such qualities as this student's resourcefulness, maturity, adaptability, reliability, and thoroughness. This program requires an ability to collaborate and work closely and productively with others. Please address the student's capacity to work in this setting.. If the student has waived access to your recommendation in the box above, please seal this recommendation in an envelope and sign your name across the flap before returning it to the student or forwarding it to us. Thank you.