S-10: LETTERS OF REFERENCE OR RECOMMENDATION

POLICY: The School supports providing letters of reference or recommendation for its students and graduates.

RATIONALE: Letters of reference or recommendation assist students in finding employment or gaining acceptance to graduate school.

PROCEDURE: Students requesting letters of reference or recommendation must make the request in writing to the appropriate faculty or staff member or have signed the release of information form of the agency requesting the information.

Approved by Student Affairs Council: 3/11/08, 10/8/12, 7/18/16, 2/13/17
Approved by Faculty Organization: 3/25/08, 10/29/12, 7/25/16, 2/27/17
Approved by Dean: 3/25/08, 7/25/16, 2/27/17