

## Request for Letter of Recommendation:

Before submitting this request, please ensure the facility/institution you are applying to requires a letter – Many places now do this process electronically

Student Name: \_\_\_\_\_

Faculty Member: \_\_\_\_\_

Position Applying for: \_\_\_\_\_

Where: \_\_\_\_\_

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Attach Resume or list activities/clubs here at Wagner or in the Community:

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List courses that you took with Professor:

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Students: This form should be completed and e-mailed to the faculty member you are requesting a letter from.

Faculty members may e-mail a word version of the letter to [nursing@wagner.edu](mailto:nursing@wagner.edu) if they need it to be placed on letterhead or if the student needs to pick up a hard copy otherwise they may e-mail a pdf version directly to the student.