

## ***REQUEST FOR RECOMMENDATION***

Department of Sociology  
Furman University  
Greenville, South Carolina 29613

Letters of recommendation require detailed information concerning your academic, employment, and extra-curricular activities while at Furman. Please complete the following form (typed only) and return a copy of it to each professor from whom you are requesting letters.

Name \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone \_\_\_\_\_

Date \_\_\_\_\_

I waive my right to access the confidential appraisals and letters that have been requested by me. I also authorized the members of the sociology department to release them to appropriate graduate schools or prospective employers.

Signed: \_\_\_\_\_

**You will need to obtain the following information to complete the last page of this form.**

- ◇ **Graduate School Address:** Check your graduate school applications to be sure you have the correct address for the Graduate School or the Sociology Department.
- ◇ **Deadline Date:** Most of the time the universities to which you apply will indicate a deadline for letters of recommendation to be returned to them.
- ◇ **Form Included:** Most schools and many employers provide forms to be completed by the professor. Be sure to complete the top portion of the forms, and sign your name and the waiver before you submit the information to the professor
- ◇ **Area of Specialty:** Indicate your field of interest at each graduate school (e.g., Social Psychology, Applied Research, Demography, Criminology, Urban, Minorities, Social Work, Anthropology, etc.).
- ◇ **Intended Degree:** Indicate the degree that you hope to receive from the graduate school (e.g., MA, MSW, M. Div., PhD).

SOCIOLOGY AND ANTHROPOLOGY COURSES	GRADE	PROFESSOR
<u><i>SOCIOLOGY</i></u>		
11 Principles of Sociology		
22 Introduction to Criminology		
24 Social Problems		
30 Media, Culture and Society		
31 Sociology of Contemporary Families		
35 Population, Economy and Society		
39 Law and Society		
40 Social Stratification		
41 Social Gerontology		
42 Sociology of Gender		
43 Urban Community		
44 Medical Sociology		
45 Social Movements and Collective Behavior		
46 Population and Environment		
47 Race and Ethnic Relations		
48 Deviance and Social Control		
49 Sociology of Religion		
50 Sociological Theory		
51 Methods of Social Research		
52 Analysis of Social Data		
53 Contemporary Social Theory		
54 Sociology Seminar		
80 Independent Study		
83 Internship in Sociology		
95 Special Topics		

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	<b>GRADE</b>	<b>PROFESSOR</b>
<b><u>ANTHROPOLOGY</u></b>		
<b>12 Cultural Anthropology</b>		
<b>21 World Prehistory</b>		
<b>26 Peoples of Latin America</b>		
<b>A27 Peoples of Black Africa</b>		
<b>A28 Cultures of the Non-Western World</b>		
<b>35 Issues in Anthropological Thought</b>		
<b>36 Culture and Personality</b>		
<b>37 Anthropology of Ethnicity</b>		
<b>80 Independent Study in Anthropology</b>		
<b>95 Special Topics in Anthropology</b>		
<b><i>Grade Point Average in Sociology</i></b>		

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*Independent Research.* Please indicate grade, teacher, and give a brief statement about the study. Also list any projected independent studies.

List other courses you have taken that are related to your objectives in graduate school (e.g., math, computer science). List grades.

### *Graduate Record Examination*

Date(s) Taken: \_\_\_\_\_

	Score	%tile
Verbal	_____	_____
Quantitative	_____	_____
Analytical	_____	_____
Advanced		

Do you plan to take the GRE before graduation?

## Additional Information

### *Organizational Activities (Membership/Offices Held)*

Honorary organizations:

Other organizations:

Off-campus activities:

Internships:

### *Work Experience*

Were you employed either full- or part-time while at Furman? \_\_\_\_\_

If on campus, what did you do?

If off campus, what did you do?

Approximate number of hours per *week* that you worked.

Freshman _____	Junior _____
Sophomore _____	Senior _____

### *Other Supporting Information*

Include here any other activities or experience that would help us to write a better letter. What, for example, do you feel are your strongest and your weakest areas, personally and academically? Use the back of the page for more space.

What area of sociology do you plan to study, and what are your vocational objectives after graduate school?

## Request for Letters of Recommendation

Address of Graduate School*	Applicant Deadline Date	Form Included Yes/No?	Area of Special- ization	Degree Program MA, PhD

Applicant's  
Name: \_\_\_\_\_

Professor's Name: \_\_\_\_\_

\*You do not need to supply envelopes or stamps. The letters of recommendation that you have requested will be mailed in University envelopes unless the graduate school gives you different instructions.