



Pontifical John Paul II Institute for Studies
On Marriage and Family at
The Catholic University of America
McGivney Hall • 620 Michigan Avenue, NE • Washington, D.C. 20064

Letter of Recommendation Waiver Form

NOTICE: The Family Educational Rights and Privacy Act of 1974 (P.L. 93-380) gives students (persons admitted and enrolled) the right to inspect letters of recommendation written after January 1, 1975, written in support of applications for admissions, employment, or awards. The law also permits students to waive the right if they choose. Such a waiver is voluntary and cannot be a condition of admission, employment, or award.

STUDENT: _____

*Please complete the upper section of this form and give it to your recommender. Letters of recommendation cannot be considered valid unless accompanied by this form. Letters and forms are to be mailed directly by your recommenders to the address above. Please be aware that **not** waiving your right may affect the amount of detail your recommenders are willing to give in their recommendation.*

I, _____ the undersigned,

hereby permanently **do waive** any right or privilege provided by Public Law 93-380 to any right of access I may have, as provided by law, to the letter of recommendation that accompanies this document.

do not waive any right of access I may have, as provided by law, to the letter of recommendation that accompanies this document.

Student/Applicant Signature _____

DATE: _____

Absence of a signature above indicates the right to access has not been waived.

RECOMMENDER: _____

NAME: (please type or print): _____

Title/Department: _____

Institution/Company: _____

Please sign the form below, indicating your awareness of the student's choice regarding right of access to your letter of recommendation. Please attach this form to your letter which you mail to the address above or email to information@johnpaulii.edu

SIGNATURE: _____ DATE: _____