

Letters of Recommendation

I am willing to write letters of recommendation to (a) students who have done good work with me or my graduate students on research projects for at least two semesters, and/or (b) students who performed well in at least one of my classes. I should know you fairly well in order to write your letter. The better I know you and the better you have performed in my research lab and/or class, the stronger your letter will be.

- I only write letters for students who waive their rights to read the letter of recommendation. If you do not wish to waive your rights to read your letter, then please do not approach me to write a letter.
- Please ask me to write your letter 1-2 months before the first deadline.
- Get your materials to me as soon as you are able, at least 2-3 weeks before the deadline.

Several students ask me for letters each year and I need you to make my job as easy as possible, even if it may require more work for you. For example, if I am mailing the letters, give me stamped and addressed envelopes. Be as organized as you can possibly be. Give me spreadsheets (listing your schools, deadlines, websites, etc). The easier you make my job, the happier I will be when I write your letter. You want me to be happy when I write your letter!

I need some additional materials from you to help me gain a more complete picture of you. Please provide as many of the following when you provide your packet to me:

1. Remind me how long I have known you, in what capacity (or capacities) I have known you (e.g., student in my research methods class, research assistant)
2. A clear statement of what you need the letter for (e.g., a Ph.D. program in social psychology at Princeton, an internship program with the National Organization for Women, Teach for America, etc.). The more I know about the program, the more I can tailor the letter to your needs.
3. Statement of purpose (or any kind of autobiographical statement or essay)
4. GRE scores
5. An unofficial LUC transcript, noting the courses you took from me
6. Your vita/resume
7. A copy of one of your best papers that you wrote in any of my classes that I (or an assistant) evaluated

It is your responsibility to check with the school or program to make sure that your letter of recommendation has been received. Typically, I complete my letters of recommendation close to the deadline. **Please send me a reminder email 1 week before your deadline.** If I am writing you a letter of recommendation, then I am invested in your future. Let me know what you hear from the programs, even if you don't quite get the results you are looking for.