



**New York City College of Technology**  
**City University of New York**  
**NSF S-STEM Scholar Application Form**  
***SEER: Supporting, Engaging, Empowering and Retaining New Scholars in***  
***Science, Technology, Engineering and Mathematics***

**Letter of Recommendation**

**To the Applicant:**

Please complete the top portion of this form and forward it to the individual writing the recommendation. **Note that one (1) letter of recommendations is required if you are currently a City Tech student and two (2) letters of recommendation are required if you are currently a High School student.**

Applicant's Name (print) \_\_\_\_\_

Street Address \_\_\_\_\_ Apt. \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

I am aware of the rights afforded me by the Family Educational Rights and Privacy Act, as amended. I hereby waive /do not waive (select one) my right to examine the contents of this recommendation letter. I understand that by waiving my right I do so under the condition that the reference is used solely for the purpose for which it is intended.

Signature \_\_\_\_\_ Date \_\_\_\_\_

The decision made by the applicant whether to waive his/her rights to examine the contents of the reference letter in no way affects whether the applicant is selected for a scholarship.

**To the Recommender:**

This individual is applying for NSF S-STEM scholarship SEER: Supporting, Engaging, Empowering and Retaining New Scholars in Science, Technology, Engineering and Mathematics at New York City College of Technology and your comments are important in the selection process. In your letter ***please indicate how long and in what capacity you have known the applicant; be as specific as possible about the applicant's academic performance, leadership abilities and outstanding qualities.*** Keep in mind that the applicant cannot be considered for a scholarship award until your recommendation is on file.

The recommendation should be typed on letterhead stationery and returned via email along with this form to either Prof. Urmi Duttgupta (uduttgupta@citytech.cuny.edu) and/or Prof. Diana Samaroo (dsamaroo@citytech.cuny.edu).

Recommender's Name (print) \_\_\_\_\_

Institution/Organization/Department \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ E-mail Address \_\_\_\_\_

Signature \_\_\_\_\_ Title \_\_\_\_\_

Date \_\_\_\_\_