



DUNSTER HOUSE
Office of the Allston Burr Senior Tutor
Harvard University, Cambridge, Massachusetts 02138
617-495-2263; 617-496-3850 (fax)

STUDENTS: Please complete the top section of this form and give it to your recommender along with a stamped envelope addressed as above to the Allston Burr Senior Tutor in Dunster House.

Name of Student (print) _____ Class _____

Name of Recommender (print) _____ or _____ Dean's Letter

Purpose of Recommendation _____

Student's Consent:

In conjunction with the Family Rights and Privacy Act of 1974, I do hereby give Harvard University and Dunster House permission to release this letter of recommendation to any person or place designated by me, or for use in preparing other letters, such as Dean's Letters. This consent is to remain in effect until revoked by me in writing.

 Date Student's signature

Student's Waiver:

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

 Date Student's signature

Recommender's Acknowledgement:

Please sign below indicating your awareness of the student's choice regarding right of access to your letter of recommendation, enclose this signed form with your letter, and send both in the envelope provided by this student addressed to the Dunster House Office. If the student has waived the right to see your letter, please write "Confidential" at the top of your letter.

Excerpts from your letter may be very useful in composing Dean's Letters. Please indicate below your signature whether or not you will allow your letter to be quoted in other letters written on behalf of this student.

 Date Recommender's signature

I _____ DO / _____ DO NOT authorize the use of portions of my letter to be used in Dean's or House letters of recommendation which may be requested by the student.