

SAMPLE PERMISSION LETTER FOR PROFESSOR TO WRITE LETTER OF
RECOMMENDATION

_____ (student's name) gives permission for Professor _____ to write
a letter of recommendation to the following:

(name of person/company to whom letter is to be addressed)

With my signature I am giving permission to my Professor to include my grades, GPA,
and class rank in this letter.

I waive/do not (circle choice) waive my right to review a copy of this letter at any time in
the future.

Signature of student

Date