



AMERICAN SOCIETY FOR  
ENOLOGY AND VITICULTURE  
Advancing Knowledge. Inspiring Solutions.  
Since 1950

## REQUEST FOR Letter of Recommendation for ASEV Scholarship

If you agree to write a letter of recommendation, we thank you in advance for your support of this particular applicant. Please address the letter to our scholarship committee and be sure to include the name of the ASEV scholarship applicant.

**Your letter is an important part of the committee's application review process and needs to include enough specifics to be of use to the committee. If you believe that you are ill-suited to write a letter with detail for this particular student, it is best to let the student know of your concerns and decline.** Please provide specific information about the student as applicable such as: (a) the period of time and the capacity in which you have known the applicant, (b) how the student ranks in the total class percentile, (c) on what level he or she participates or demonstrates other expression of interest in the subject matter, (d) how he or she compares academically to prior year students in your class, etc. Please note that submitting a copy of a letter of recommendation written in regard to another scholarship program does not meet the ASEV scholarship eligibility requirements.

We require official transcripts or copies of official transcripts for each applicant and a list of any planned classes for the upcoming academic year so a letter that only confirms completed units and classes, a GPA, and the student's major field of study **is not** particularly supportive of the student or of much value as an evaluation tool for the scholarship committee.

This information is confidential and for the Scholarship Committee's use only.

Please seal your letter in a return envelope, signing your name across the sealed flap of the envelope (we recommend placing tape over your signature) then mail your letter to the ASEV office by the March 1 deadline. Alternatively, you may email the letter directly from yourself to [info@asev.org](mailto:info@asev.org).

ASEV scholarships are awarded on the basis of academic achievement with a strong indication of outstanding future accomplishment. If you wish to review more detail about our scholarship program and criteria, please visit [www.asev.org](http://www.asev.org).

Thank you for your assistance.

Sincerely,

The ASEV Scholarship Committee

**Note to student:** Please give a copy of this letter to each advisor/instructor or other contact from whom you have requested a letter of recommendation.