John G. Martin and Marion A. Bills Scholarships
Recommendation Form

Instructions to Applicant: A copy of this form should be given to all three sponsors.

Waiver: Please sign one of the following statements:

I waive my right to see the letters of recommendation for the John G. Martin or
Marion A. Bills Scholarship
(sign here)______________________________

I do not waive my right to see the letters of recommendation for the John G. Martin or
Marion A. Bills Scholarship
(sign here)______________________________

Instructions to Sponsors:
The University of Hartford John G. Martin Scholarship/Marion A. Bills Committee annually selects one
student to attend a graduate program at Oxford University. The applicant named above has requested that
you write a letter of recommendation on his/her behalf. The Committee would appreciate a frank
assessment of the applicant’s qualifications.

An applicant will be assessed on his/her academic achievement and intellectual ability, personal character,
and involvement in campus and community life. A sponsor is not expected to know about all of the listed
areas of assessment. Please comment on those areas of which you have direct knowledge. Letters from
sponsors, should the applicant be nominated, will accompany the student’s application when it is sent to
Oxford, and will be used as an important part of the selection process.

Senior sponsor may provide advice to the applicant in preparing the scholarship application. The
expository essay must be the work of the applicant—this includes the choice of the book or other written
material and the ideas for developing the essay. The senior sponsor may make editorial comments only.

Please send your letter of recommendation with this form by October 19, 2019 to:
John G. Martin /Marion A. Bills Scholarship Program
Office of the Provost, CC 330
University of Hartford
West Hartford, CT 06117

Name of Sponsor