

## Requesting a Letter of Recommendation from Dr. Lee (Revised June 30, 2008)

### **Effective Immediately: Dr. Lee is NO longer writing letters for students seeking admission to CSUN's School Psychology Graduate Program**

#### Requirements:

1. Must have taken at least two (2) lecture courses from Dr. Lee.
2. Must have received an A– grade or higher in at least two lecture classes.
3. Must provide self-stamped and addressed envelopes to all schools you are applying to.
4. Must include completed forms required with the graduate application.
5. Must provide a resume or vita and a statement of purpose.
6. Must provide an official or unofficial copy of your transcript at CSUN.
7. Must provide an official or unofficial copy of your GRE, GMAT, LSAT, MAT, DAT or similar entrance exam scores
8. Must submit all relevant materials to Dr. Lee **6 weeks before** the application deadline.

If you do not have or met all 8 requirements listed above, do not ask for a letter. None will be written. For those who meet the requirement, Dr. Lee reserves the right to refuse writing you letters. Also, for those that meet all of the requirements, no letters will be given directly to the student. All requested letters will be sent directly to the graduate program you are applying to. It is the student's responsibility to check on the arrival of letters.