

Academic Recommendation or Reference

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I am happy to make prepare recommendations and to provide references under certain conditions. Given the large volume of requests I receive every semester, I ask students to follow the instructions below when considering me as a referee and when contacting me.

Who should ask me for a recommendation or a reference?

- Only past and current students in my undergraduate or graduate courses.
- Only students who have received a B+ or above grade in my undergraduate courses (for graduate courses, no such condition exists. For MPPPA internship references, please contact me).
- Only students who have an undergraduate cumulative GPA of B+ or above (for graduates students, please contact me).
- Only students who have not been involved in issues of academic integrity.
- Only students who have requested a recommendation or a reference at least 4 weeks before the due date for MA programs and at least 5 weeks before the due dates for law programs (e.g.: JD) and PhD programs.

Who can get a good, great or excellent recommendation or reference?

- This is a tricky question. When providing a recommendation, I take into consideration overall GPA, performance in my courses, academic and professional trajectories and any interactions we might have had. It is your responsibility to estimate how you fare in relation to these criteria. A rule of thumb is to consider your overall application in comparison to your peers. In case of doubt, please ask me explicitly if I can provide you with a *good* reference.
- If we have never interacted, despite the fact that you were in my course(s), it might be harder for me to provide you with a good recommendation. In that case, please make sure to meet with me and discuss your application.
- A good recommendation or reference will also be based on my understanding of your motivations and your career plans (see next section).

How to ask me for a recommendation or reference?

- Please contact me directly by email to ask for a recommendation or reference.
- Please ensure that you follow the deadlines stated in the first section of these instructions.
- Please state the full name of the program, job or other opportunities you would like a recommendation or reference for. If possible, please include links to relevant websites.
- Please include in your email an applicant portfolio, including:
 - Your full university transcripts (no need for official copies).
 - Your CV.
 - Your application documents, especially your statement of purpose or cover letter. If your program does not require such a document, please prepare one so I can know why you are applying.
 - A short memo highlighting your main strengths and other important features of your profile.
 - Papers and other written work prepared during my course(s) (if applicable).

Upon reception of your request, I will take it into consideration and will quite probably ask you to come and meet me to discuss it. ***Note that meeting all of the criteria and following all of the instructions does not guarantee that I will be able to provide you with a recommendation or a reference.***

Visit www.mireillepaquet.net for more information