

## McMunn, Chris

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**Subject:** Chris McMunn's Request for a Recommendation

From: United States Coast Guard Academy [<mailto:Admissions@uscga.edu>]  
Sent: Monday, December 10, 2012 12:01 PM  
To: <Recommender Email>  
Subject: Chris McMunn's Request for a Recommendation

Dear <Recommender>,

This student is in the process of applying to the Academy Introduction Mission (AIM) Program at the United States Coast Guard Academy. They have requested that you complete a short online evaluation form and provide a letter of recommendation for their application.

The United States Coast Guard Academy only accepts letters of recommendation submitted electronically, so please upload your recommendation by following the link below. The provided personal access code and initial password are required to access this student's record and all letters of recommendation must be submitted by April 1st in order to be considered for the Summer 2013 program dates.

Thank you for your time and assistance.

Please note that Chris McMunn has waived his/her right to review this letter of Recommendation.

Submit your letter of Recommendation at:  
<https://rec.applyyourself.com/?CID=174&code=DHAMQHWOMTT>

Personal Access Code: DHAMQHWOMTT  
Initial Password: <Initial Password>

Name of Applicant: Chris McMunn

For security purposes, please keep your Personal Access Code and Password confidential and do not share them with the applicant.

You will use the password from this email for your initial login. Once you login, you will be required to change your password to something that you select for security reasons. You will receive another email with your updated password. Please do not send your Recommendation as an attachment in response to this notification message.

Thank You,

United States Coast Guard Academy

This message was sent by Hobsons on behalf of United States Coast Guard Academy at the request of Chris McMunn ([chris.a.mcmunn@uscga.edu](mailto:chris.a.mcmunn@uscga.edu))

If you are unable to follow the link above, copy and paste the following web address into your browser:  
<https://rec.applyyourself.com>



### Logging In

Your **Personal Access Code** is listed in your notification email. This information is valid for 180 days from the time the email is sent.

Please log out after each session.

### [Need Help?](#)

The ApplyYourself Recommendation Center is for individuals who have been asked to submit letters of recommendation by an applicant applying to an ApplyYourself Member institution. Please input your login information in the space provided below to access the institution's recommendation form. You will need to input the Personal Access Code and Password listed in your notification email. The Personal Access Code is valid for 180 days from the date of your notification email.

- Your Personal Access Code can be found in your notification email. You must enter the code exactly as it appears in the email.
- Your Password can also be found in your notification email. However, you are required to change your password upon your initial login for security reasons.

Please enter your information and click the Login button

**Personal Access Code**

**Password**

**Login**

[Forgot your access code and/or password?](#)

#### **IMPORTANT INFORMATION ABOUT BROWSERS**

Please use Firefox, Internet Explorer, Chrome, or Safari browsers for this process. Do NOT use AOL's internal browser. [Download Browsers](#)



 [Need Help?](#)

### Change Password

For security reasons, you need to change your password upon first login.

Please use the fields below to change your password. Your password must be between 8 and 20 characters in length. You must choose at least one letter and at least one number. Please use letters and numbers only and remember that the password is case sensitive. To locate your current password, please refer to the invitation email you received.

Once you successfully change your password, you will receive an email with your updated password.

Current Password\*:

New Password\*:

Confirm Password\*:

\* indicates a required field

**update**



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### Get Started

Please use either the navigational buttons at the bottom or the navigational links on the right side of the screen to complete your online recommendation. Please save your work frequently and, once finished and ready to submit your recommendation, select the "Preview and Submit" option to begin a two-step submission process.

By accessing our recommendation system, you are confirming that you have read and understand our Privacy Act Statement. All information submitted to USCGA, including your letter of recommendation, is protected under the Privacy Act.

**Privacy Act Statement:** In accordance with 5 USC 552(e)(3), the following information is provided to you when supplying personal information to the USCG: (1) Authority which authorizes the solicitation of the information: 14 USC 182(a); (2) The Principal Purpose for this information is to ensure that the applicant is basically qualified to apply for the USCGA or AIM Program; (3) Routine uses which may be made of the information: a) As background information on applicants for the selection process; b) To contact the applicant; c) The social security number may be used as a unique identifier; d) To determine if there are existing USCG records on the applicant; and e) In performance of the duties of officials and employees of the USCG, in managing and contributing to the USCGA or AIM Program selection process and tendering appointments to the same; (4) Disclosure of the information is voluntary, but the applicant will not be considered further if the information is not provided. Submissions of Evaluators will not be disclosed to the applicant without Evaluator consent. Release to any other individual/entity is only as required by law.

**OMB No. 1625-NEW (Expires: mm/dd/yyyy):** An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The Coast Guard estimates that the average burden for this form is 60 minutes. You may submit comments concerning the accuracy of this estimate or any suggestions for reducing the burden to [Admissions@uscga.edu](mailto:Admissions@uscga.edu).

[Read Full Overview >>](#)

### Status: Not Submitted

<b>Last Accessed</b>	12/10/2012 12:28:12 PM EST
<b>Personal Access Code</b>	VCPAVPAJOII
<b>Password</b>	<a href="#">Click here to change your password</a>

**Next >>**

### You are here

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- [Preview and Submit](#)

### Status

**Not Submitted**

### Applicant Information

**Name:**

Chris McMunn

**Email:**

dad@babymc.com

**Institution:**

United States Coast Guard Academy

[more info >>](#)



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### Personal Information

Questions marked with an asterisk (\*) are required and must be answered.

#### Applicant Information

Applicant First Name\*

Applicant Last Name\*

#### Recommender Information

Recommender Name\*

Title\*

Occupation\*

Phone Number\*   
(###) ###-#### for a U.S. number

Email Address\*

How long have you known this student?\*

In what capacity have you known this student?\*

Characters left in your response 300

Which recommendation are you submitting?\*

Please select "PFE Administrator" if you are reporting Physical Fitness Examination results.

You are here

- [Get Started](#)
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Status

**Not Submitted**

#### Applicant Information

**Name:**

Chris McMunn

**Email:**

dad@babymc.com

**Institution:**

United States Coast Guard Academy

[more info >>](#)

<input type="button" value=" Save " /><input type="button" value=" Next >> " />



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## Letter of Recommendation

Questions marked with an asterisk (\*) are required and must be answered.

Letter of Recommendation\* Please upload a letter of recommendation concerning this student's aptitude to perform at the United States Coast Guard Academy. Depending upon your relationship with the student, please address their academic readiness to be successful in a rigorous technical curriculum infused with writing requirements and their demonstrated leadership, respect and compassion towards others.

To upload a document in response to this question, please click the 'upload' button below. If your upload is successful, you will see a 'view document' button and a 'delete' button appear next to the question.

[upload document](#)

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Personal Information

Academic Information

[Letter of Recommendation](#)

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Status

Not Submitted

Applicant Information

Name:

Chris McMunn

Email:

dad@babymc.com

Institution:

United States Coast Guard Academy

[more info >>](#)