

STUDY ABROAD ACADEMIC REFERENCE FORM

Part I: To be completed by the applicant.

Name of applicant: _____

Home Institution: _____

Reference requested from: _____

(Referee must be a university-level instructor or academic advisor)

Under the U.S. federal law (Section 438 of Public Law 90-247, as amended), students are permitted access to certain education records. Section 438 (a) (2) (b) provides that a student may waive the right to inspect confidential letters of recommendation. Many applicants have found that a recommendation letter written in confidence has a greater impact than one to which the applicant also has access. If you waive your right to inspect the information requested by this form, please sign below.

Applicant's Signature

Date

Part II: To be completed by the Referee.

1. How long and in what capacity have you known the applicant? _____

2. Please indicate the applicant's ability and academic competence in comparison with other individuals whom you have known at similar stages in their academic careers.

	Below Average	Average	Above Average	Outstanding	No Opportunity to Observe
Competence in major/specialization					
Motivation and seriousness					
Capacity for Independent study					
Emotional stability and maturity					
Self-Reliance and independence					

3. On a separate sheet (preferably an official letterhead), please comment specifically on the applicant in terms of the following: (a) academic suitability for study at an institution abroad; (b) personal suitability for living abroad; (c) how participation in the study abroad program will be of benefit, both academically and personally; (d) weaknesses; (e) linguistic preparation if applicable; (f) other factors which you believe may affect a successful experience through a study abroad program.

Name (Please type or print clearly)

Position or title

Signature

Office address & telephone

Date

Please return by _____ To the Study Abroad Office, 102 Brister Hall - (901) 678-2814