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**Academic Recommendation Form**

**Yonsei University Student Exchange Program**

* Completed Academic Recommendation Form must be sealed and a signature of the professor must appear on the envelope.

***To be Completed by the Applicant***

**Name of Applicant:**

**Reference requested from (Professor’s name):**

***To be Completed by the Individual Providing the Reference***

The applicant named above is applying to study abroad through the Yonsei University Student Exchange Program. Since participants usually directly matriculate into their host institution and in all cases serve as representatives of their nation and institution, Yonsei University is concerned with the applicant’s academic and personal suitability for study abroad. The willingness of host institutions to accept future participants will be affected by this applicant's performance.

***Please type or print clearly in English.***

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 | Inadequate opportunity to evaluate |
| Knowledge in area of specialization | 　 | 　 | 　 | 　 |
| Motivation and seriousness of purpose | 　 | 　 | 　 | 　 |
| Ability to plan and carry out research/independent study | 　 | 　 | 　 | 　 |
| Ability to express thoughts in speech and writing | 　 | 　 | 　 | 　 |
| Emotional stability and maturity | 　　　 | 　 | 　 | 　 |
| Self-reliance and independence | 　　 | 　　 | 　　 | 　　 |

(Please continue on the reverse side.)

3. In comparison to other students you have taught or worked with, how would you recommend this applicant?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|   | Without Enthusiasm | Fairly Strongly | Strongly | Enthusiastically | Unable to Evaluate |
|  For AcademicStrengths |   |   |   |   |   |
| For PersonalStrengths |   |   |   |   |   |

In your overall rating, please indicate where the applicant would rank among students you have taught for the last 2 years.

      The top % out of (number of students).

4. 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) weaknesses; (d) strengths; and (e) any other comments.

Signature of individual providing the reference

Name (please print clearly) Position/title

Office address and telephone