



CONFIDENTIAL

LETTER OF REFERENCE

11. Name of Applicant : _____
12. Name and the title of Referee : _____
13. Referee's Institution : _____
14. How long have you known the applicant? : _____
15. In what capacity have you known the applicant?
- ☐ Teacher or Professor ☐ Employer or Job Supervisor
- ☐ Research Advisor ☐ Other (Please Specify): _____

By checking (✓) the columns below, please evaluate the applicant compared to the other students or employees you have known during your professional career.

	Excellent	Good	Average	Below Average
Leadership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Intellectual ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Knowledge of the field	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Work habits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Motivation to pursue graduate study	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adaptability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Emotional maturity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Professional integrity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Social commitment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Problem Solving	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please circle the number which indicate where the applicant would rank among individuals you have supervised

1 2 3 4

Poor

Excellent



Q1. Overall, what was your general impression of the applicant?
Q2. How would you describe the applicant's management style? How does she/he motivate people?
Q3. What are the applicant's strengths and weakness?
Q4. How would you describe the applicant's social commitment to his/her community? Please give an example.
Q5. In your opinion, what is the financial need of this applicant?



Q6. Please give additional facts or comments that may help evaluate the applicant.

Name of Referee: _____

Signature: _____ Date: _____