UG Study Abroad Scholarship Academic Recommendation Form

**This section to be completed by the Applicant:**

**Instructions to the applicant**: Fill out the top portion of this form by typing your answers using Microsoft Word. Then save this file and send it as an email attachment to your recommender.

|  |  |  |  |
| --- | --- | --- | --- |
| Applicant Name |      [Last, First Middle] | UM ID |       |
| Recommender Name |       |
| Recommender’s Position/Title |       |
| Recommender’s Institution |       |

[ ]  I waive the right to inspect this recommendation. [ ]  I do not waive the right to inspect this recommendation.

|  |  |  |  |
| --- | --- | --- | --- |
| Signature |      [Type your full legal name] | Date |       |

**This section to be completed by the Recommender:**

The student whose name appears above is applying for a study abroad scholarship from the Center for Japanese Studies to travel to Japan this coming summer or the academic year.

How long an in what capacity have you known the applicant?

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Please rate the applicant in comparison with others whom you have known at similar stages in their academic careers.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Top 2% | Top 5% | Top 10% | Top 25% | Top 50% | Bottom 50% | No basis for judgment |
| Academic knowledge of major field | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| Motivation & perseverance toward goals | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| Ability to express thoughts in speech | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| Ability to express thoughts in writing | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| Ability to plan and conduct research | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |

**Please attach to this form a letter** evaluating this applicant’s strengths and weaknesses, taking into account his/her seriousness of purpose, potential for high academic achievement, ability to thrive in a different culture as well as the significance of the study abroad experience on his/her academic training and career goals.

**Submission via email attachment is preferred. Please return this form with your letter of recommendation to:**

Academic Services Coordinator Email: cjsacademics@umich.edu

Center for Japanese Studies Fax: (734) 936-2948

University of Michigan

1080 South University Ave., Suite 4640

Ann Arbor, MI 48109-1106 **Deadline: October 15 & March 15** (previous Friday if this is a weekend)