

# Letter of Recommendation

A recommendation letter is NOT required, if you are nominated from our partner universities.

This letter must be addressed to Meiji Gakuin University

To the Applicant:

This form should be given to a dean, an academic advisor or a full-time/part-time professor who knows you very well at your home University.

Applicant's Name: \_\_\_\_\_

To the Recommender:

This form is submitted to you for your opinion on the applicant's qualifications. It would be highly appreciated if you would mention the following three points in this letter. After completing the letter, please check off the box below to confirm each subject is included.

- Academic achievements  
---class rank, academic strengths, etc.
- Behavior / Performance in the classroom or other settings  
---maturity, motivation, how he/she works with others, etc.
- Skills / Capacities which the applicant needs to develop  
---social and/or academic skills in the long run, as well as what he/she should develop during exchange at Meiji Gakuin University

Please use the space below to describe the applicant.

## 【Recommender's Information】

Name (Print): \_\_\_\_\_ Position: \_\_\_\_\_

School/Department: \_\_\_\_\_ University: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Relationship to the applicant: \_\_\_\_\_

How long have you known the applicant? \_\_\_\_\_ Year(s)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
( year / month / day )