



## Letter of Recommendation Form

### Instructions for Applicant:

Please fill out your name, the ASP Short Course you are applying to, and your email address on this form. Then, give it to an advisor, study abroad coordinator, supervisor, or school counselor to complete with their recommendation. When you receive the completed form back from your chosen evaluator, upload it to your application by logging back in to your Traveler Dashboard.

### Instructions for Evaluator:

Please type your comments directly on this form or use official letterhead from your university or organization. Once the form is completed with a signature, please return this form to the applicant who provided it to you.

Students have the right to see their letters of recommendation upon request.

Name of Applicant	<input type="text"/>	Applicant Email Address	<input type="text"/>
ASP Short Course Title	<input type="text"/>		

1. How long have you known the applicant? If applicable, indicate the course title, number, and term in which you taught the student.

2. Does the applicant show an aptitude for study abroad? (*Example: necessary qualities and skills can include any of the following: initiative, tolerance of differences, patience, self-confidence, knowledge of the USA.*)

☐ Yes      ☐ No      ☐ Unable to Judge

3. Please rate the applicant's emotional maturity (Check one):

☐ Outstanding    ☐ Above Average    ☐ Average    ☐ Below Average    ☐ Unable to Judge

4. Please comment on the applicant's academic and leadership ability, in comparison with others of similar age and experience. If you need more room, please attach and sign a separate sheet of paper.

Name & Title of Recommender	<input type="text"/>		
University or Organization	<input type="text"/>		
E-mail	<input type="text"/>	Phone	<input type="text"/>
Signature of Recommender	<hr/>		
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