

UNIVERSITY OF SOUTHERN MAINE ~ OFFICE OF INTERNATIONAL PROGRAMS AND NATIONAL  
STUDENT EXCHANGE STUDY AWAY REFERENCE FORM

**Student to Complete:**

Note to student: We would strongly encourage you not to ask faculty members in large lectures to write your letter of recommendation. You should choose a professor from a smaller course who knows you well and is in a position to address your academic potential.

Student's Name: \_\_\_\_\_ ID Number: \_\_\_\_\_

Major: \_\_\_\_\_ GPA: \_\_\_\_\_

Destination University Abroad: \_\_\_\_\_ Country: \_\_\_\_\_

Period of Study Abroad Program: ☐ Fall 20 \_\_\_\_ ☐ Spring 20 \_\_\_\_ ☐ Full Academic Year 20 \_\_\_\_ - \_\_\_\_

This student is applying to study on exchange and would appreciate your comments on his/her characteristics with which you are familiar. Your frank and thoughtful evaluation will aid in the selection for students who will be able to cope with and benefit most from a period of study on exchange at another university. Thank you for your careful assessment of this student.

In what capacity and for how long have you been acquainted with this student?

Please check the following as appropriate:

CHARACTERISTICS	EXCELLENT	GOOD	FAIR	POOR	UNABLE TO EVALUATE
Competence in major or specialization					
Academic interest & motivation					
Capacity for independent study					
Reliability					
Maturity					
Ability to adapt to new or unstructured circumstances					
Ability to relate to others					

**Please use the reverse side of this form (or attach a separate sheet) to provide additional information that will assist the committee in reviewing this candidate for participation in study abroad. Simply completing the boxes above is not sufficient to be considered as a completed student recommendation.**

Your name (please type or print) \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Department: \_\_\_\_\_

Please submit to the student by \_\_\_\_\_ in a sealed envelope, signing the flap. Thank you.