

Study Abroad Application

Semester/Year _____

Academic Reference Form

Name of Applicant _____

Reference Requested From _____

NOTIFICATION OF CONFIDENTIALITY Under US federal law (Section 438 of Public Law 90-247, as amended), students are permitted access to certain educational records. Section 438(a)(2)(B) provides that a student may waive the right to inspect confidential letters of recommendation. Many applicants have found that recommendation letters may have a greater effect when such letters are written in confidence. If you waive your right to inspect the information requested by this form, please sign below.

Signature

Date

To be completed by the Referee

To the referee: The above student is applying for study abroad through the UNCA exchange program with _____. Since participants serve as representatives of their nation and institution, we are concerned with both academic excellence and personal suitability of applicants for study abroad. The willingness of the host institution to accept future applicants will be affected by the candidate's performance.

Please type or print clearly. Return this reference form within seven days of receiving it to: UNC Asheville Study Abroad Office, 28 Ramsey Library, CPO# 1560, One University Heights, Asheville NC 28804.

1. How long and in what capacity have you known the applicant?

2. Please indicate the applicant's ability and academic competence in comparison with other students you have known at similar stages in their academic careers.

(5) Excellent

(4) Good

(3) Fair

(2) Poor

(1) No Opportunity to Evaluate

A. Academic Attributes

- _____ Knowledge in area of study
- _____ Academic interest and motivation
- _____ Capacity for independent study
- _____ Oral and writing skills
- _____ Resourcefulness
- _____ Reliability
- _____ Integrity

B. Non-academic Attributes

- _____ Maturity
- _____ Emotional stability
- _____ Adaptability
- _____ Self-confidence
- _____ Interpersonal skills
- _____ Open-mindedness
- _____ Integrity

Study Abroad Application

Semester/Year _____

Academic Reference Form (cont.)

Name of Applicant _____

3. Please write below, or submit a separate letter with this form, commenting specifically on the applicant in terms of the following:
- (a) academic suitability for study at an institution abroad;
 - (b) personal suitability for living abroad;
 - (c) how participation in the program will be of benefit to the applicant, both academically and personally;
 - (d) weaknesses, if any; and
 - (e) any other factors which you believe may affect a successful experience with the UNCA exchange program.

Referee's Signature

Date

Printed Name and Position

Campus Address

Campus Telephone

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