**Form 1**

**LETTER OF RECOMMENDATION**

**推薦書**

To: The President of Kyoto University

　京都大学総長　殿

 I am pleased to recommend Mr./Ms. as a candidate for Kyoto University Exchange Program.

　下記の者を貴学の交換留学プログラム生として適当であると認め、候補者として推薦します。

 Full name of candidate:

（氏名）

 ,

 (Last Name) 　(First Name) 　 (Middle Name)

 Reasons for Recommendation（推薦理由）：

<Please describe applicant’s academic performance and/or personality inside and/or outside classes>

 Signature

 （署名）

 Name in print

 （氏名）

 Job Title or Position

 （肩書）

 Name of University

 （在籍大学）

 Date

 （日付）

 　　　　　　Year / Month / Day

\*\*IMPORTANT\*\*: This form should be written and signed by a faculty/teaching member who currently belongs to the applicant’s home university.