HOKKAIDO UNIVERSITY SHORT-TERM EXCHANGE PROGRAM (HUSTEP)

Student Exchange Division, Academic Affairs Department Kita 15, Nishi 8, Kita-Ku, Sapporo, 060-0815, JAPAN

Recommendation Letter

**To be completed by the referee:**

Note: This recommendation should be completed by a faculty member in an academic field closely related to the applicant’s major (not a language teacher).

Name of applicant:

1. How long have you known the applicant? In what capacity?
2. Please rate the applicant’s academic ability in comparison with students at the same level of study.

Top 5% Top 10% Top 25% Top 40% Other

1. Please rate the applicant in the following areas, using an A~D scale (A = outstanding; B = good; C = average; D = below average; U=unable to evaluate):

Quality of work: Communication Skills:

Ability to work with others: Diligence: Motivation: Maturity: Adaptability:

1. Please give your candid opinion regarding the applicant's academic performance, character and adaptability. Use a separate sheet of paper, if necessary.

Full Name: Title/Position: Department/University: Contact Details: 1) Tel: 2) E-mail: Signature: Date: