Letter of Recommendation Form

Waiver of Access to Letter of Recommendation:
Under the Federal Family Education Rights and Privacy Act of 1974 and the California Information Practices Act of 1977, students are given the right to inspect their records, including letters of recommendation.

I expressly: □ waive □ do not waive □ my access to this letter of recommendation.

SIGNATURE OF APPLICANT ___________________________ DATE: ______________________

APPLICANT NAME ___________________________ COUNTRY OF STUDY ______________________

DATE RECOMMENDATION REQUESTED _______________ DATE TO SUBMIT TO OCAE _______________

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

If you were directing a program abroad, would you be:
□ reluctant, □ pleased, or □ enthusiastic to have this student on your program?

Please rate the applicant on the following, in comparison with others of similar age and experience:

<table>
<thead>
<tr>
<th></th>
<th>Strong</th>
<th>Adequate</th>
<th>Weak</th>
<th>Unable to Judge</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intellectual Ability</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Motivation for proposed program of study</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Probability of success in a foreign culture</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ability to solve complex problems</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Initiative</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Patience</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tolerance of differences</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Self-confidence</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Persistence</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Additional comments:

Signature of Recommender ___________________________ Title/Position ___________________________ Date ___________________________

Print Name of Recommender ___________________________ Department ___________________________ Phone number and/or email ___________________________

If Recommender is a Teaching Assistant

Signature of Supervising Professor ___________________________ Print Name of Supervising Professor ___________________________

Last Updated 4/11/13
Instructions - Letter of Recommendation Form

TO THE APPLICANT:

1) Waiver: On the reverse side, fill in the box COMPLETELY BEFORE giving this form to your recommender.

2) Deadline: Mark the deadline BELOW that is appropriate for your application.

3) Mailing: Provide an envelope addressed to International Education Center to the recommender, if you will not pick up the completed form in person. No stamp is needed if sending through UCR campus mail.

4) Copies: If you waive your access to this completed recommendation, you DO NOT need to make photocopies for the application packet. This is because you will not be allowed to see the form after its completion.

TO THE RECOMMENDER:

By the indicated deadline date, please return this form directly to the student or to the address below.

(Key: S-summer; F-Fall; Yr-Year; Spr-Spring)

☐ November 27, 2012 - China (S/F/Yr), England (Sussex-Physics), Germany (BEST-F), Japan (Yr, except ICU-Yr), Multi-Site (England, France, Italy, Spain), Russia (S/F/Yr), Singapore (S)

☐ January 15, 2013 - Argentina (S), Australia, Barbados, Brazil, Canada, Chile, Czech Republic, Denmark, England Egypt, France, German (Grad. Studies), Hong Kong, India, Ireland, Italy (Bocconi, Bologna, Padova), Japan (ICU Yr, all-F), Korea, México, Morocco, New Zealand, Spain, Sweden, Turkey (Bogazici F/Yr)

☐ February 5, 2013 - Argentina, Botswana, Costa Rica, England, Germany (Berlin F/Yr, except BEST F), Ghana, Israel, Italy (Florence and Rome) Netherlands, Scotland, Singapore, South Africa, South Korea, Taiwan, Thailand, Turkey, and Vietnam

☐ April 16, 2013 - Argentina, Australia Barbados, Brazil, China, Chile, Denmark. Egypt, France, Germany, Ghana, Hong Kong, Ireland, Italy, Japan, Mexico, Netherlands, New Zealand, Russia, Singapore, South Africa, South Korea, Spain, Tanzania, Taiwan, Thailand, Turkey, United Kingdom

☐ EXTENDEND Deadline: __________________, Country_________________, Program ___________________

If returning directly to EAP and OAP Office, send to:

University of California, Riverside
Off Campus Academic Experiences
Phone: (951) 827-2508
Fax: (951) 827-2618*
Olmsted Hall, Room 2322
Riverside, CA 92521-0307

**NOTE - If faxing, please also submit original through the mail.

Thank you for taking the time to write a letter of recommendation for one of our applicants. By doing so, you make it possible for a UCR student to go abroad to one of over 141 universities in 39 countries, for what may be the most challenging and rewarding experience of his/her academic career. Many EAP programs run for the full academic year, although there are a number of short-term programs as well. Most EAP participants study in regular host university courses. The program offers UC undergraduates and graduates the opportunity to incorporate overseas study into their regular academic program.

Letters of recommendation are an important component of a student’s EAP application. These letters are examined carefully by faculty interviewers, regional directors and host university officials, and play a fundamental role in the selection of EAP participants.

PLEASE WRITE SHORT PARAGRAPH ABOUT STUDENT (however, feel free to write more) and keeping in mind that selection is based on academic achievement, seriousness of purpose, personal maturity, and perceived ability to adapt to a new environment. In addition, feel free to attach separate comments on Department or UCR Letterhead stationary, however, please be sure to sign both documents.

*Special Note to Teaching Assistants*: We find your recommendations invaluable to the Campus EAP Selection Process, however, our partner institutions abroad often disregard recommendations that arrive without a professor level signature. After completing the recommendation, please take a moment to request the confirmation signature of the professor with whom you work. Thank you.

(Over)