



# Study Abroad Application

## ACADEMIC REFERENCE

**Instructions:** Please print or type. Please return this form and reference letter to the Center for International Education, International House, 502 E. Lamar Alexander Parkway, Maryville, TN 37804-5907 or fax to 865.981.8010.

ph: 865.273.8991 | fax: 865.981.8010 | 502 E. Lamar Alexander Pkwy | Maryville, Tennessee 37804 | maryvillecollege.edu

### PART 1 (To be completed by the scholarship candidate.)

Student Name \_\_\_\_\_  
Last First Middle/Maiden Preferred

Host Institution \_\_\_\_\_

Reference requested from \_\_\_\_\_  
(referee must be a faculty member, academic advisor, or staff member)

*Under the U.S. federal law (Section 438 of Public Law 90-247, as amended) students are permitted access to certain education 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 a recommendation letter written in confidence has a greater impact than one to which the applicant also has access. If you waive your right to inspect the information requested by this form, please sign below.*

Signature of Applicant: \_\_\_\_\_ Date (dd/mm/yyyy): \_\_\_\_/\_\_\_\_/\_\_\_\_

### PART 2 (To be completed by the reference.)

The applicant named above is applying for a Maryville College Study Abroad Program. Since participants usually participate directly in classes at their host institution and in all cases serve as representatives of their nation and Maryville College, the IPC is concerned with the applicant's academic and personal suitability for study abroad. The willingness of host institutions to accept future participants will be affected by this applicant's performance.

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

I do not know this candidate well enough to evaluate.

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

	BELOW AVERAGE	AVERAGE	ABOVE AVERAGE	OUTSTANDING	INADEQUATE OPPORTUNITY TO EVALUATE
Academic Ability					
Motivation/Seriousness of Purpose					
Adaptability/Flexibility					
Leadership					
Emotional Stability/Maturity					
Self-reliance/Independence					
Ability to interact with others					
Diligence/Perseverance					

3. Please submit a reference letter to address the following on a separate sheet.

Please comment 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 exchange program will be of benefit, both academically and personally; (d) weaknesses; (e) linguistic preparation, if applicable; and (f) any other factors that you believe may affect a successful experience on an exchange program

### REFERENCE'S INFORMATION

Name \_\_\_\_\_ Position/Title \_\_\_\_\_

Phone ( ) \_\_\_\_\_ If necessary, may we contact you for further information?  Yes  No

Email \_\_\_\_\_

Signature \_\_\_\_\_ Date (dd/mm/yyyy): \_\_\_\_/\_\_\_\_/\_\_\_\_