### Academic Reference Form

Return completed form to: Jim Gieser  
Study Abroad Advisor  
International Programs and Services  
109 Camp Building, WCU  
Cullowhee, NC 28723

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**To be completed by the Applicant**

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.

___________________________________________________________________________________________  
(Applicant’s Signature)  
Date

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**To Be Completed by the Individual Providing the Reference**

The student above is applying for study abroad through the IPS. Since participants serve as representatives of their nation and institution, IPS is concerned with both academic excellence and personal suitability of applicants for study abroad. The willingness of host institutions to accept future participants will be affected by the candidate’s performance.

Please type or print clearly.

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 individuals whom you have known at similar stages in their academic careers.

<table>
<thead>
<tr>
<th></th>
<th>Below average</th>
<th>Average</th>
<th>Above average</th>
<th>Inadequate opportunity to observe</th>
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<tbody>
<tr>
<td>Knowledge in area of specialization</td>
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<td>Motivation and seriousness of purpose</td>
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<td>Ability to plan and carry out research/independent study</td>
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<td>Ability to express thoughts in speech and writing</td>
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<td>Emotional stability and maturity</td>
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<td>Self-reliance and independence</td>
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3. 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 a study abroad program will him or her, both academically and personally; (d) any particular weaknesses; (e) linguistic preparation, if applicable; and (f) any other factors that you believe may influence their study abroad journey.

________________________________________________________________________________________________________

Signature of individual providing the reference

Date

_________________________________________________________________________________________________________ 

Name (please type or print clearly) Position or title

_________________________________________________________________________________________________________

Office address and telephone