Reference Letter

1. Referee Name and Title

Name (in block letters)

Title/Position

Institution Name

Institution Street Address

City Country Postal code

2. Applicant Name

Family name First name Middle name

3. Date of Birth (yyyy/mm/dd)

4. Date (Expected Date) of Graduation (yyyy/mm/dd)

1. **How long have you known the applicant?**
2. **In what capacity have you known the applicant?**
3. **Please check the appropriate box for the applicant in terms of each of the following:**

\*(5) Excellent, (4) Very Good, (3) Good, (2) Fair, (1) Poor

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Evaluation for each category\** | (5) | (4) | (3) | (2) | (1) |
| Academic performance | ☐ | ☐ | ☐ | ☐ | ☐ |
| Research performance | ☐ | ☐ | ☐ | ☐ | ☐ |
| Communication skills in English | ☐ | ☐ | ☐ | ☐ | ☐ |
| Ability to pursue independent study | ☐ | ☐ | ☐ | ☐ | ☐ |
| Motivation to study in Japan | ☐ | ☐ | ☐ | ☐ | ☐ |
| Leadership | ☐ | ☐ | ☐ | ☐ | ☐ |
| Adaptability to new social environments | ☐ | ☐ | ☐ | ☐ | ☐ |
| Cross-cultural knowledge | ☐ | ☐ | ☐ | ☐ | ☐ |

1. **What are the applicant’s academic strengths and weaknesses?**
2. **What has been the applicant’s greatest achievements (academic performance, awards, extra-curricular activities or other special talents)?**
3. **Please provide any other essential information that you think we should know about the applicant.**
4. **Do you recommend the applicant to our Program in Materials Innovation? Please check one of the following options below.**
   * Highly Recommend
   * Recommend
   * Recommend with reservations

Reason

I hereby declare that all of the information provided about the applicant is true and accurate to the best of my knowledge.

Date (yyyy/mm/dd)

Signature