

HUNTER | Education Abroad

Faculty recommendations are critical part of the Study Abroad Application as they highlight whether a student is prepared for the academic challenges of taking courses abroad. Therefore, you play an important role in helping students study abroad. As a faculty member who taught the student, you are in the best position to make recommendations.

Please return this form by email to edabroad@hunter.cuny.edu

SUBJECT: Last name, Study Abroad Recommendation

or deliver it in person to the Office of Education Abroad, 1447 East Building

Hunter College Study Abroad Faculty Recommendation Form

Part A (for STUDENT)

Applicant Name:

Program Name and Type:

Reason for your choice of program:

I am studying overseas in the:

Spring Fall Summer Intersession Year _____ Academic Year _____ - _____

FERPA RIGHTS

Under the Family Educational Rights and Privacy Act of 1974 I understand I have the right to have access to letters of recommendation written on my behalf.

Please check only one:

I wish this letter to be written in confidence and hereby waive my rights of access to this letter.

Or

I wish to retain my rights of access.

Applicant's Signature

Date

HUNTER | Education Abroad

Part B (for FACULTY)

The student listed above has applied to participate in a study abroad program offered by Hunter College.

The applicant must be sufficiently motivated and mature to live and work productively in an international setting. Your comments, in response to our questions below, would be extremely helpful in our efforts to provide optimal learning experiences for our students and used to evaluate the student for nomination.

Please tell us how long you have known the applicant and in what capacity. Please evaluate the applicant's proposed program of study in terms of its academic and non-academic merits and provide a candid assessment of the student's ability to succeed in the proposed program.

Your comments should address both the strengths and the weaknesses of the project and the candidate.

1. How long have you known the applicant?
2. How well do you feel you know the applicant? (Check one) And in what capacity?
 - very well
 - well
 - not very well
3. What strengths do you think the applicant will bring to this program?
4. What are the applicant's weaknesses, and how would you expect these to affect his/her performance on this type of educational experience?
5. Please describe this applicant's ability to work well as a team member and to follow instructions.

6. Compared to all of the students you have known please rate the applicant as indicated below.

Academic attributes to evaluate:

Competence in major or specialization

Academic interest and motivation

Capacity for independent study

Resourcefulness

Reliability

Non-academic attributes:

Level of maturity

Ability to adapt to new/unstructured circumstances

Self-confidence and self-esteem

Ability to relate well to others

Emotional stability

Open-mindedness

Integrity

7. Please indicate below whether or not you recommend the student for participation in a study abroad program:

- I recommend this student without reservation.
- I recommend this student with the following reservation(s):

- I do not recommend this student for the following reason/s:

8. If there are any additional data about the participant that you feel we should know, please feel free to make additional comments on this form or attach additional sheets if necessary.

Faculty's Name

Position

Department

Faculty's Signature

Phone number () -

Email

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Office Use Only

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By Whom: