



Student's name: \_\_\_\_\_

### ACADEMIC RECOMMENDATION FORM GUIDELINES

The Global Undergraduate Exchange Program (Global UGRAD) provides scholarships for talented students from around the world to attend U.S. universities and colleges for one semester of undergraduate, non-degree study. The Global UGRAD program, sponsored by the U.S. Department of State's Bureau of Educational and Cultural Affairs, is supported by the people of the United States. The program is administered through the joint efforts of the U.S. Department of State's Bureau of Educational and Cultural Affairs, the U.S. Embassies, and World Learning.

To be completed by a University Professor familiar with the student's work in his or her major field of study. Recommendations should not be from family members or friends.

**Instructions:** *Your statement will be given considerable importance by the American universities and colleges reviewing the student's application, and therefore should be as complete and detailed as possible. Please, include your candid evaluation of the student's ability to participate in such an exchange program by indicating:*

- a) *in what context you know the student;*
- b) *how you would describe the mentality and adaptability of the student in difficult situations;*
- c) *the qualities that would make the student a successful exchange student including their interaction with others.*

*This recommendation should be typewritten or clearly printed in English, if possible. If not in English, an accurate translation must be attached. **You do not have to use this form for your recommendation but please include all of the information below if you do not submit your recommendation on this form.***

<b>Recommended by:</b>
<b>Place of Employment:</b>
<b>Address:</b>
<b>Telephone:</b>
<b>Signature:</b>
<b>Date:</b>



Student's name: \_\_\_\_\_

## SECOND RECOMMENDATION FORM GUIDELINES

The Global Undergraduate Exchange Program (Global UGRAD) provides scholarships for talented students from around the world to attend U.S. universities and colleges for one semester of undergraduate, non-degree study. The Global UGRAD program, sponsored by the U.S. Department of State's Bureau of Educational and Cultural Affairs, is supported by the people of the United States. The program is administered through the joint efforts of the U.S. Department of State's Bureau of Educational and Cultural Affairs, the U.S. Embassies, and World Learning.

To be completed by a Professor familiar with the student's work in his or her major field of study, OR from an employer, former exchange program coordinator or host family, coach, or any supervisor or authority familiar with the student's extra curricular activities. Recommendations should not be from family members or friends.

**Instructions:** *Your statement will be given considerable importance by the American universities and colleges reviewing the student's application, and therefore should be as complete and detailed as possible. Please, include your candid evaluation of the student's ability to participate in such an exchange program by indicating:*

- d) *in what context you know the student;*
- e) *how you would describe the mentality and adaptability of the student in difficult situations;*
- f) *the qualities that would make the student a successful exchange student including their interaction with others.*

*This recommendation should be typewritten or clearly printed in English, if possible. If not in English, an accurate translation must be attached. **You do not have to use this form for your recommendation but please include all of the information below if you do not submit your recommendation on this form.***

<b>Recommended by:</b>
<b>Place of Employment:</b>
<b>Address:</b>
<b>Telephone:</b>
<b>Signature:</b>
<b>Date:</b>