LETTER OF RECOMMENDATION
for Admission to PhD Program (September 2017 Enrollment)

Please type or print legibly.

TO Applicant: *Please fill in your name and department you applying and give this form to each recommender.*

Name: Mr. / Ms.			
family name	first name	middle name	Chinese characters

Department applied:

TO Recommender: *Please write your comments on a separate sheet and attach it to this form.   We highly appreciate your candid and analytical opinion about the applicant's qualifications and potential to carry on advanced study in the field specified.   We will treat your recommendation strictly confidential.*

How long and under what circumstances have you known the applicant?

          years   months;

On the following scales, please rate applicant relative to others in the same grade in your institution.

	Outstanding Top 2%	Excellent Top 10%	Good Top 20%	Average Upper 50 %	Below average Lower 50%
Academic Performance	( )	( )	( )	( )	( )
Intellectual Potential	( )	( )	( )	( )	( )
Creativity and Originality	( )	( )	( )	( )	( )
Analytical abilities	( )	( )	( )	( )	( )
Maturity	( )	( )	( )	( )	( )
Cooperativeness	( )	( )	( )	( )	( )

Japanese Proficiency   ( ) Excellent   ( ) Fair   ( ) Poor

Please indicate your overall evaluation of the applicant.

( ) Strongly recommended   ( ) Recommended   ( ) Recommended with reservation   ( ) Not recommended

Name of recommender:

Position/Title: Institution:

Address:

E-mail:

Phone: Fax:

Signature: Date:

Please place the completed form in an envelope, seal the envelope sign across the seal, and then return it to the applicant.