

Study Abroad Reference Form

North Central College
Center for Global Education

Applicant: please submit completed application packets by January 31st.

Recommender: please place this form and your letter of reference in a signed and sealed envelope and **return it to the applicant.**

To Be Completed by Student

Applicant's Name: _____

Study Abroad Program: _____

Term/Year: _____

To Be Completed by Recommender

Name: _____ Title: _____

Department/Company/Organization/Institution: _____

- This form and the attached letter of reference are intended primarily as (check one):
 - A professional or character reference (if you have supervised the applicant, been a coach, mentor, etc.)
 - An academic reference (if you have taught this individual in class)
- How long and in what capacity have you known the applicant?
- Do you have any significant concerns about the applicant's ability to participate successfully in this study abroad program (check one):
 - Yes NoIf you checked yes, please explain on the reverse side or ask that a staff member contact you.
- On a scale of 1-5 (1=low, 5=high), please rank the applicant's overall suitability as a participant in an NCC study abroad program (circle one): 1 2 3 4 5

Letter of Reference Guidelines

Please write a letter of reference –typed on letterhead, signed, and addressed to the Center for Global Education – in which you comment on the applicant's traits that are likely to make him or her a successful participant in a study abroad program: academic competence, maturity, independence, self-motivation, flexibility, resourcefulness, ability to work with others, and willingness to adapt to new environments. Also, please explain how you think this opportunity to study abroad fits the student's personal, academic, or professional goals.