

STATE UNIVERSITY OF NEW YORK

Overseas Academic Programs

CONFIDENTIAL REFERENCE FORM

Academic Reference #1

Your Name _____

Program Location Abroad _____

Administering SUNY Campus _____

Address of International Education Office at Administering SUNY Campus _____

To the Student

This **academic reference** should be given to a professor who knows you well and is able to judge your academic qualifications for study abroad. A letter of recommendation on letterhead is also acceptable.

As this letter is confidential, it should be sent directly to the Administering SUNY Campus by the person writing the letter. You must provide a stamped, addressed envelope for this purpose. You may submit this letter yourself if it has been placed in a sealed envelope and has been signed over the seal by the person writing the reference.

I waive my right to access this reference completed by _____ ☐ Yes ☐ No

Name of Reference

Student's Signature: _____ Date: _____

To the Reference

Please return this form to the International Education Office at above address.

The student named above is applying for the designated State University of New York overseas academic program. We would appreciate your assessment of the applicant's attributes with which you are familiar. You may also attach a letter of recommendation.

How long and in what capacity have you known the student? _____

Academic attributes

	Excellent	Very Good	Good	Fair	Poor	No Evaluation
Competence in major or specialization	☐	☐	☐	☐	☐	☐
Academic interest and motivation	☐	☐	☐	☐	☐	☐
Capacity for independent study	☐	☐	☐	☐	☐	☐
Resourcefulness	☐	☐	☐	☐	☐	☐
Reliability	☐	☐	☐	☐	☐	☐
Integrity	☐	☐	☐	☐	☐	☐

Non-academic attributes

	Excellent	Very Good	Good	Fair	Poor	No Evaluation
Level of maturity	☐	☐	☐	☐	☐	☐
Ability to adapt to new or unstructured circumstances	☐	☐	☐	☐	☐	☐
Self-confidence and self-esteem	☐	☐	☐	☐	☐	☐
Ability to relate well to others	☐	☐	☐	☐	☐	☐
Emotional stability	☐	☐	☐	☐	☐	☐
Open-mindedness	☐	☐	☐	☐	☐	☐
Integrity	☐	☐	☐	☐	☐	☐

Please state frankly your opinion of this candidate's ability to suitably represent both their home campus and the USA in a study abroad program, weighing both strong and weak points. Please use the space below or the reverse side of this page. You may also add or attach a letter of recommendation.

Your Name (please print) _____ Title, Department: _____

Signature: _____ Date: _____ Institution: _____