

MEIKAI UNIVERSITY SCHOOL OF HOSPITALITY & TOURISM MANAGEMENT GLOBAL MANAGEMENT MAJOR
LETTER OF RECOMMENDATION

FOR INSTRUCTORS

Please write a letter of recommendation addressing the following points on a separate sheet of paper.

- 1) How do you evaluate this student’s academic work and competence? How would you describe the student’s motivation, seriousness of purpose and promise of achievement? Specific examples are especially helpful.
- 2) If you are familiar with the student’s co-curricular activities, please describe the applicant’s organizational and leadership skills and/or other personal qualities.
- 3) Is there anything that particularly distinguishes this student? Please add any other information concerning the applicant that may help us fairly evaluate him/her.

◆ I recommended this student for admission to Meikai University.

- Not Recommended
- With Reservations
- Fairly Strongly
- Strongly
- Enthusiastically

Name _____	Position/Title _____
Name of Institution _____	
Address of Institution _____	
Tel _____	Fax _____
Email _____	
Signature _____	Date _____
<u>If you have a business card, please attach.</u>	

Thank you very much for your cooperation.