

## Letter of Recommendation for a Study-Abroad Programme and PROMOS

**Name of the applicant:**

**Field of study:**

**Name of the evaluator:**

**Area of responsibility of the evaluator at the University of Würzburg:**

**(1) How do you know the applicant?**

- The applicant is engaged in some capacity at my department
- I am the supervisor for the applicant's thesis
- I know the applicant from one of my courses
- I know the applicant through exams

Other:

**(2) Academic standing:**

**In comparison to other students in the same field and study year, the applicant is:**

- among the best 5% of students
- among the best 10% of students
- among the best 20% of students
- among the best 30% of students
- among the best 50% of students
- not among the best 50% of students (50-100%)

I cannot rate the applicant:

**(3) Personal Qualities:**

*-Please tick as many boxes as you wish-*

- The applicant is highly motivated to study abroad/to undertake a work placement abroad
- The applicant is always eager to learn and acquire new skills
- The applicant is open-minded and interested in learning about other cultures and languages

**(4) Contributions the applicant can make as a representative of the University of Würzburg (tick one box only):**

- The applicant is academically and personally/socially one of the best students in the field of study and therefore a very good representative of the University of Würzburg
- The applicant is academically and personally/socially a good representative of the University of Würzburg
- The applicant should work on further developing academic as well as social competencies and re-apply for the next round

**(5) Preparation for study abroad (please tick one box only)**

- The applicant is extremely well-prepared for a semester abroad and has thoroughly researched the country, culture, course options, and university life
- The applicant is sufficiently prepared for a semester abroad and has researched one or more aspects pertaining to a semester abroad
- The applicant is not prepared for a semester abroad

**(6) If this application is for a work placement, is it mandatory for the applicant's curriculum?**

- Yes, it is mandatory
- It is recommended

**(7) Further comments you would like to share about the applicant:**

**In conclusion,**

Sincerely,

Date (DD.MM.YY) and signature of the evaluator