**Recommendation Form (추천서)**

**Please type or print clearly, legibly in black ink.**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1. Applicant Information** | | | | | | | | | |
| Family Name(성) | Given Name(이름) | | | | | | E-mail Address(이메일주소) | | |
|  |  | | | | | |  | | |
| Applying for admission to Myongji University Graduate School for study toward the following degree:  □ Master’s □ Doctoral □ Integrated Master’s and Doctoral | | | | | | | | | |
| **2. To the person providing the recommendation** | | | | | | | | | |
| This form should be returned in a sealed envelope; please seal it and sign across the seal. The applicant will forward the recommendation unopened to Myongji University with his/her other application documents.  We are aware of the time and care necessary to prepare this evaluation and gratefully acknowledge your assistance. | | | | | | | | | |
| **I have known the applicant for (\_\_\_\_\_ ) years in my capacity as (\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ).** | | | | | | | | | |
| **1. Please rate the applicant on each characteristic in comparison with other students at the same level by checking a box below:** | | | | | | | | | |
|  | | | **No Basis for**  **Judgment** | | **Excellent** | **Above Average** | | **Average** | **Below Average** |
| A. Motivation for graduate work | | | □ | | □ | □ | | □ | □ |
| B. Intellectual ability for graduate work | | | □ | | □ | □ | | □ | □ |
| C. Breadth of general knowledge | | | □ | | □ | □ | | □ | □ |
| D. Understanding of major field | | | □ | | □ | □ | | □ | □ |
| E. Ability to analyze ideas | | | □ | | □ | □ | | □ | □ |
| F. Ethical standard & integrity | | | □ | | □ | □ | | □ | □ |
| G. Oral English expression skills | | | □ | | □ | □ | | □ | □ |
| H. Written English expression skills | | | □ | | □ | □ | | □ | □ |
| I. Promise in research/scholarship/creativity | | | □ | | □ | □ | | □ | □ |
| J. Overall, I expect the applicant’s graduate work to be | | | □ | | □ | □ | | □ | □ |
| **2. Please provide an assessment of the applicant’s strengths, weaknesses and other relevant comments. In your opinion, does the applicant pose the intellectual and personal qualification necessary for success in graduate work?** | | | | | | | | | |
|  | | | | | | | | | |
| **3. Respondent Information** | | | | | | | | | |
| Family Name | First Name | | | Middle Name | | | 漢字姓名(Chinese & Japanese Only) | | |
|  |  | | |  | | |  | | |
| Telephone Number | | | | Email Address | | | | | |
|  | | | |  | | | | | |
| Institution | | Institution Address | | | | | | | |
|  | |  | | | | | | | |
| Respondent Signature | | | | Date | | | | | |
|  | | | | (MM/DD/YYYY) | | | | | |

**Please keep the recommendation in 1 page. DO NOT PRINT IT in TWO PAGES! 한 장에 다 작성해주세요. 두 장으로 나눠 인쇄하지 마세요!**

**If you need an extra space, please use a separate page additionally. 공간이 더 필요할 경우, 추가적으로 다른 페이지에 작성하세요.**