To the President of Saitama University, JAPAN

**LETTER OF RECOMMENDATION**

**Note to the applicant**: Application for admission requires recommendation from **the dean or a person of equivalent or higher position at the applicant’s school or institution**. Fill in your name and give this form to the recommender.

Name of Applicant: Nationality:

**Note to the recommender**: Please complete this form and email directly to the GSC program ([gsc@gr.saitama-u.ac.jp](mailto:gsc@gr.saitama-u.ac.jp)) from the official email address. Recommendation letters sent from private email addresses will be rejected. If the below content is insufficient, please feel free to attach extra pages (free-format). We would value your critical evaluation of the intellectual ability and personality of the applicant with regard to pursuing advanced study and research. Thank you very much.

Name of recommender:

Position / Title:

Organization:

Address:

Email: Phone:

How long have you known the applicant?

Under what circumstances have you known the applicant?

1. How often have you observed him/her? Daily Weekly Monthly Rarely

2. In comparison with other students in the same field, how would you rate the applicant’s overall scholastic ability?

Truly exceptional - One of the best you have known

Outstanding – Top 5%

Excellent – Top 10%

Good – Top 30%

Average – Within the upper 50%

Below average – Lower 50%

3. Evaluate the applicant’s ability to work with others Outstanding  Good Average Poor

4. Evaluate the applicant’s English Proficiency Outstanding  Good Average Poor

5. Your overall evaluation of the applicant:

Strongly recommended

Recommended

Recommended with reservation

Not recommended

6. If you have any additional comments, please add them here, or attach a separate document.

Signature: Date: