

FORM 5. RECOMMENDATION LETTER

To the applicant: Please fill in your name and the other required information below. In turn, deliver or email this form to the person who will write this letter. **NOTE:** Request your recommender to seal his or her letter of recommendation in an official envelope and sign across the back flap upon completion. Recommendation letters that are not sealed and signed will not be accepted. **Confidential**

Name of Applicant: (Surname) _____ (Given Name) _____

Nationality: _____ Desired Degree Program: Master's Doctoral Research

Intended Major: _____

To be completed by the recommender:

Your frank and candid evaluation of the applicant will be highly appreciated in the selection of Global Korea Scholarship awardees and the admissions to a Korean university. We greatly appreciate your time and effort.

***You may use your own recommendation letter template and attach your letter to this form. However, we hope to glean the following information of the applicant from your recommendation letter:**

- How long have you known the applicant and in what relationship?
- What are applicant's capabilities, strengths, and weaknesses (in regards to academic achievement, passion and interest for intended major, future academic potential, integrity, responsibility, independence, creativity, adaptability, communication skills, and others)?
- Please comment on the applicant's performance record, potential, or personal qualities which you believe would be helpful in considering the applicant's application for the proposed degree/research program.

Recommender's Name _____

Recommender's Signature _____ Date _____

Position or Title: _____ University (Institution): _____

Address: _____

(zip-code: _____)

Email: _____ Tel: _____

****Instruction for the recommenders: After completing the recommendation letter, please add date and your signature at the bottom. Recommendation letters that are not signed will not be considered valid. Please attach this form and your recommendation letters sealed in an envelope (sign across the back flap) and deliver the sealed envelope to the applicant. For the recommenders of Embassy Track Applicants: Please printout or make 3 photocopies of the letter you wrote and sign all copies (1 original and 3 photocopied letters) respectively. Please enclose all 4 letters and this form altogether in an official envelope and sign across the back flap.***