



**University of Wisconsin-Stevens Point**

Academic Affairs  
International Programs

Stevens Point WI 54481-3897 USA  
715-346-2717; Fax 715-346-3591  
E-mail: intlprog@uwsp.edu  
www.uwsp.edu/studyabroad

**COPY AS NEEDED**

**INTERNATIONAL PROGRAMS PERSONAL RECOMMENDATION FORM**

**APPLICANT:** Fill out the top section completely down to the "TO THE REFERENCE" portion--print or type only. After completing the confidentiality waiver election and the top part of this form, give this form to the individual(s) providing your recommendation.

**For short term programs:** One letter is required from a university professor or instructor who can attest to your academic abilities.

**For semester programs,** three letters are required: one from your academic advisor discussing your academic plans (see Academic Advisor Form); one from a university instructor familiar with your academic abilities (see Faculty Recommendation Form). Note: for language programs, this must be from a foreign language professor); and one personal reference.

I waive  do not waive  any right I may have to read or obtain copies of this recommendation which I am requesting from the below mentioned individual.

Name of Applicant \_\_\_\_\_ Applicant's Signature \_\_\_\_\_

Email address: \_\_\_\_\_ Applicant's ID # (if applicable) \_\_\_\_\_

Program Applied for \_\_\_\_\_ Term planning to study abroad \_\_\_\_\_

**TO THE REFERENCE:** If accepted, the applicant will study/travel/live abroad on a UWSP sponsored program. International Programs feels an obligation to select students who will recognize and accept their responsibilities and who will be willing and able to contribute to, as well as benefit from this experience. If you would like to submit a separate letter providing us with greater detail, please attach it to this form. Explanation would be crucial in cases where a characteristic is rated as "poor".

Name of Reference \_\_\_\_\_ Position \_\_\_\_\_

If you prefer, you may disregard this form and write out your entire evaluation in letter form or email a few paragraphs to [intlprog@uwsp.edu](mailto:intlprog@uwsp.edu).

Excellent = 1, Good = 2, Average = 3, Poor = 4, Unknown = 5

- 1. Ability to work independently: 1 [ ] 2 [ ] 3 [ ] 4 [ ] 5 [ ]
- 2. Ability to follow through on commitments: 1 [ ] 2 [ ] 3 [ ] 4 [ ] 5 [ ]
- 3. Ability to adjust to and cope with new situations (food, discomforts, etc.): 1 [ ] 2 [ ] 3 [ ] 4 [ ] 5 [ ]
- 4. Ability to express her/himself articulately: 1 [ ] 2 [ ] 3 [ ] 4 [ ] 5 [ ]
- 5. Ability to take initiative: 1 [ ] 2 [ ] 3 [ ] 4 [ ] 5 [ ]
- 6. Sense of responsibility: 1 [ ] 2 [ ] 3 [ ] 4 [ ] 5 [ ]
- 7. Ability to contribute to a group: 1 [ ] 2 [ ] 3 [ ] 4 [ ] 5 [ ]
- 8. Capacity to carry through anything undertaken: 1 [ ] 2 [ ] 3 [ ] 4 [ ] 5 [ ]

9. Ability to take direction cheerfully: 1 [ ] 2 [ ] 3 [ ] 4 [ ] 5 [ ]
10. Consideration for and interest in others and their views: 1 [ ] 2 [ ] 3 [ ] 4 [ ] 5 [ ]
11. Common sense and good judgment: 1 [ ] 2 [ ] 3 [ ] 4 [ ] 5 [ ]
12. Emotional stability: 1 [ ] 2 [ ] 3 [ ] 4 [ ] 5 [ ]
13. Intellectual curiosity and imagination: 1 [ ] 2 [ ] 3 [ ] 4 [ ] 5 [ ]
14. Sense of humor: 1 [ ] 2 [ ] 3 [ ] 4 [ ] 5 [ ]

What stands out in your mind as the applicant's strongest and weakest points?

In your estimation, to what extent is the applicant capable of functioning independently while abroad?

Alcohol can create major difficulties for the student as well as the community of students traveling together. Do you know if this applicant has ever had problems with alcohol or other drugs? Please explain.

In what capacity have you known the applicant: \_\_\_\_\_  
(e.g. professor, high school teacher, coach, employer, pastor, hall director)

WHEN? 20\_\_\_\_\_ to 20\_\_\_\_\_

Would you wish to take the applicant as a member of a group for which you were responsible?

Yes.\_\_\_\_ No \_\_\_\_

COMMENTS:

Signature of Reference \_\_\_\_\_ Date \_\_\_\_\_

**RETURN TO:** UWSP International Programs Office, Room 108 Collins Classroom Center  
2100 Main Street, Stevens Point, WI 54481  
Email: [intlprog@uwsp.edu](mailto:intlprog@uwsp.edu) Website: [www.uwsp.edu/studyabroad](http://www.uwsp.edu/studyabroad)