Study Abroad Application
Semester/Year

Academic Reference Form

Name of Applicant ____________________________________________________________

Reference Requested From ______________________________________________________

NOTIFICATION OF CONFIDENTIALITY Under US federal law (Section 438 of Public Law 90-247, as amended), students are permitted access to certain educational records. Section 438(a)(2)(B) provides that a student may waive the right to inspect confidential letters of recommendation. Many applicants have found that recommendation letters may have a greater effect when such letters are written in confidence. If you waive your right to inspect the information requested by this form, please sign below.

_________________________________________________________     __________________________
Signature                                                                                           Date

To be completed by the Referee

To the referee: The above student is applying for study abroad through the UNCA exchange program with _______________________. Since participants serve as representatives of their nation and institution, we are concerned with both academic excellence and personal suitability of applicants for study abroad. The willingness of the host institution to accept future applicants will be affected by the candidate’s performance.

Please type or print clearly. Return this reference form within seven days of receiving it to: UNC Asheville Study Abroad Office, 28 Ramsey Library, CPO# 1560, One University Heights, Asheville NC 28804.

1. How long and in what capacity have you known the applicant?

2. Please indicate the applicant’s ability and academic competence in comparison with other students you have known at similar stages in their academic careers.

   (5) Excellent  (4) Good  (3) Fair  (2) Poor  (1) No Opportunity to Evaluate

A. Academic Attributes   B. Non-academic Attributes

   _____ Knowledge in area of study      _____ Maturity
   _____ Academic interest and motivation   _____ Emotional stability
   _____ Capacity for independent study     _____ Adaptability
   _____ Oral and writing skills          _____ Self-confidence
   _____ Resourcefulness                  _____ Interpersonal skills
   _____ Reliability                     _____ Open-mindedness
   _____ Integrity                      _____ Integrity
3. Please write below, or submit a separate letter with this form, commenting specifically on the applicant in terms of the following:
   (a) academic suitability for study at an institution abroad;
   (b) personal suitability for living abroad;
   (c) how participation in the program will be of benefit to the applicant, both academically and personally;
   (d) weaknesses, if any; and
   (e) any other factors which you believe may affect a successful experience with the UNCA exchange program.
**Study Abroad Application**  
**Semester/Year**

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### Academic Reference Form (cont.)

**Name of Applicant**

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