THE CATHOLIC UNIVERSITY OF AMERICA
School of Engineering
LETTER OF RECOMMENDATION FOR STUDY ABROAD
with Hong Kong Polytechnic University

PART 1—STUDENT—Fill out the following section and submit the form to individuals (such as former teachers) who have knowledge about your academic performance and character. Please attach to the form a brief (500 words or less) personal statement about your desire to study abroad.

Student Name: ____________________________________________ Date:________________________

Bachelor Degree Pursuing: Please check with x [ ]BBE [ ]BCE [ ]BEE [ ]BME [ ]BSCS

Current Cumulative GPA:_______ Expected Bachelor’s Degree Graduation Date:________________

Year: [ ]Fresh; [ ]Soph; [ ]Junior; [ ]Senior; Proposed Study Abroad Semester: Spring Semester 200__.

PART 2—LETTER OF RECOMMENDATION—Provider of the letter of recommendation fills out the following section and gives the letter back to the student. The letter can also be sent directly to the Dean’s Office of the School of Engineering, 102 Pangborn Hall, Catholic University Of America, Washington DC 20064.

Name:_________________________________________ Title:_____________________________________

Department:___________________________________ Phone:________________________ Email:____________

Address:_____________________________________

How long have you known the applicant?_________________________________________________________

In what capacity?__________________________________ ___________________________________________

Did the applicant take any courses that you taught? [ ]Yes [ ]No

If yes, what courses?______________________________________________________________

Please provide your evaluation in the following areas by circle the most appropriate items.

1.  Maturity and Judgment: Excellent Good Fair Poor Don’t Know

2.  Personality: Excellent Good Fair Poor Don’t Know

3.  Academic Performance Excellent Good Fair Poor Don’t Know

4.  Intellectual Curiosity and Creativity Excellent Good Fair Poor Don’t Know

I recommend the applicant for the study abroad program: (with o=with reservation, 5=highly recommend): ___________ Write your score here!

Other comments:________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________ Date:___________________     ______________________ _______________

Recommendation Letter Provider’s Signature

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

Form SOE-SA2 Revised February 2007