



## Wichita State University Reference Form

**INSTRUCTIONS:** The applicant below has applied for a scholarship for a study abroad program, which involves a full schedule of academic work at an institution overseas. Your remarks will be seen by faculty and staff specifically responsible for awarding the scholarships. Please mail this form directly to the Office of International Education at the address below. Letters submitted by students will not be accepted. Thank you in advance for your kind attention.

### To be Completed by the Applicant

Name: \_\_\_\_\_ MyWSU ID: \_\_\_\_\_

For Study in the country of: \_\_\_\_\_

Reference requested from: \_\_\_\_\_

### To Be Completed by the Individual Providing the Reference

**A. Please indicate the applicant's ability and academic competence in comparison with other individuals whom you have known at similar stages in their academic careers.**

	Below average	Average	Above average	Outstanding	Unable to observe
Knowledge in area of specialization					
Self-motivation and Seriousness of purpose					
Cooperation and Manners					
Ability to express thoughts In speech and writing					
Emotional stability and maturity					
Self-reliance and independence					

**B. Please also attach a reference letter to answer the following questions on your department's letterhead. Include your name, title, office address, e-mail address, and signature.**

1. How long and in what capacity have you known the applicant?
2. Please comment 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) any other factors that would make this individual deserving of a scholarship for his/her study abroad program.

**Please return this reference form and letter to:**

**Deadline:** \_\_\_\_\_

**Ann Burger, Associate Director for Study Abroad  
Office of International Education, Box 122  
Wichita State University  
Wichita, KS 67260-0122  
Ann.burger@wichita.edu**