

## INSTRUCTIONS

Please write this recommendation form in English or Japanese as concretely as possible. The completed report must be placed in an envelope. The envelope must be sealed, and then handed to the applicant.

### 1) *About the criteria*

In case of ①, the applicant must have excellent or good grades in most subject areas for each year at the school.

In case of ②, you can refer to our homepage for more details on “academic field” (<http://www.tsukuba.ac.jp/english/organization/>).

### 2) *Evaluations of applicant*

In regards to either of the above criteria, please comment on the applicant’s ability by giving concrete examples.

In case of ①, please write about his/her attitude in class and motivation for learning. If available, rate the applicant’s overall academic performance in comparison with other students (e.g., Xth/total, top 5%, top 10%, top 25%).

In case of ②, please attach copies of certificates or other references of the applicant’s actual results in the related fields, including any other documents that show his/her merit as a candidate (superior academic performance, awards, etc.).

Also evaluate his/her academic achievements in comparison to other students, if available.

### 3) *Applicant’s personality*

Please describe his/her character in detail.

### 4) *Applicant’s extracurricular activities*

Please write about the role, position or post of the applicant in the classroom, school, sports, cultural and other extracurricular activities, together with the records and prizes of these activities, for each academic year. Also, note the names of the clubs he/she belongs to or belonged to, if you have the information.

### 5) *Other special talents and essential information*

Please provide any other information or comments that are relevant to evaluating the applicant (behavior, hobbies, special skills, volunteer work, health condition, etc.).

RECOMMENDATION FORM FOR SPECIAL ADMISSION

Applicant Name:

\_\_\_\_\_  
 (Family) (First) (Middle)

Gender:  Male  Female

Date of birth (dd/mm/year): \_\_\_\_\_

Date of graduation (or expected graduation)  
 (dd/mm/year): \_\_\_\_\_

To: President, The University of Tsukuba

This is to certify that the above person satisfies all of the requirements for being admitted to the University of Tsukuba.

I therefore recommend him / her as a qualified candidate who deserves your favorable consideration. I have ascertained his / her intention of entering your university upon notification of acceptance.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Name

(Please print in capital letters.): \_\_\_\_\_

Title / Position: \_\_\_\_\_

School / Institution: \_\_\_\_\_

Address: \_\_\_\_\_

Signature of the principal: \_\_\_\_\_

The principal's name

(Please print in capital letters.): \_\_\_\_\_

1) *The applicant must meet either one of the criteria below: whichever is more suitable for the applicant. Please make sure to check one of the boxes. Unchecked forms will not be accepted.*

- ①  A student with excellent or good grades in most subject areas.
- ②  A student who has demonstrated particularly good capability in the academic field he/she wishes to pursue.

2) *Evaluations of applicant*

3) *Applicant's personality*

4) *Applicant's extracurricular activities*

5) *Other special talents and essential information*

6) *Field of study which he/she wishes to specialize in at the University of Tsukuba*