

Referee Report Form
Intellectual Exchange and Innovation Program
(IEI Program) Kyushu University

For office use only

Examinee number

TO: The applicant; Applicant information

Please complete this section. You should ensure that your referee as named on your application form is given a copy of this form to submit with his/her letter of reference.

Family name :		Home country :	
First name :		E-mail address :	
Middle name(s) :			

TO: The referee;

Please provide a letter of reference of the above candidate's application.
 The reference must be submitted on official headed paper and sealed with this form in an envelope.

It would be helpful if you could include information on the following:

1. Length of time and capacity in which you have known the applicant
2. Applicant's qualifications, level of performance and results (or expected results)
3. Your assessment of applicant's potential/suitability to undertake research
4. Candidate's motivation and intellectual capacity
5. What you consider to be his/her main strengths and weaknesses
6. If the candidate's first language is not English, whether you consider his/her ability to read, write, speak and comprehend English adequate for the graduate study

Referee's name:		Title (Dr/Prof/Mr/ Mrs/Miss/Ms)	
Name and address of institution/ organization:			
Referee's signature		Date:	

Please circle an appropriate one among 5 level evaluations, which refers to the ability of the candidate relative to other students in your institution in the same year.

Academic performance	Top 5%	Top 10%	Top 25%	Top 50%	Bottom 50%
Intellectual ability	Top 5%	Top 10%	Top 25%	Top 50%	Bottom 50%
Capacity for original thinking	Top 5%	Top 10%	Top 25%	Top 50%	Bottom 50%
Motivation for graduate study	Top 5%	Top 10%	Top 25%	Top 50%	Bottom 50%