

Recommendation Letter for AY 2025 Exchange Outbound Program

To whom it may concern,

Oita University's Global Education and Intercultural Advancement Center is accepting outbound exchange program applications for the next academic year. If you are asked by your students to write a recommendation letter, please give your honest feedback on the applicant's attitude toward his/her academic progress, aptitude for studying abroad, motivation, activities to date involving studying abroad or international exchange, and any other factors you deem helpful in determining whether the University should send the applicant to their desired partner institution. In addition, please include the following in the letter:

Addressee	Director of Global Education and Intercultural Advancement Center
Your Information	Faculty, Department, job title, and relation to the student
Student Information	Faculty, Department, student's name
Signature and Date	Please include the signature and date when you complete the letter.

Please send recommendation letters in sealed envelopes to the international office by Monday, December 2nd, 2024.

Thank you for your support.

International Office
Oita University