

# Universitas Indonesia

## Inbound Student Exchange Letter of Recommendation



international.ui.ac.id



inbound@ui.ac.id



### **PART I: To be completed by the Applicant**

Please complete part I. You should send your one reference together with your applications to the Directorate for Internationalization of Education. We will be unable to process your application until we have received your reference.

### **PART II: To be completed by the Referee**

We should be most grateful if you would provide us with reference on the applicant's academic and general suitability to undertake the proposed course of study by completing part II of this form. It would be of great assistance to the University if, in addition to any general statement, you would indicate the following in your reference:

- a) how long have you known the applicant and in what capacity;
- b) how the applicant's achievement compares to those of his/her peers;
- c) the nature and class of degree already obtained or expected to be obtained prior to the commencement of the course;
- d) for applicants whose first language is not English, their standard of proficiency in written and oral English;
- e) applicant's proficiency in Indonesian language;
- f) the applicant's general suitability for undergraduate/master study, including any distinct strengths or weaknesses.

In considering applications, the University attaches great importance to the information which is provided in references, and we should like to thank you in advance for your assistance.

*Your reply will be treated in confidence by the University.*

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### PART I - Applicant

Name	
Proposed Study Program at UI	Proposed Courses at UI For the list of offered courses, please refer to: <a href="http://international.ui.ac.id/offered-courses">international.ui.ac.id/offered-courses</a>
Proposed Faculty at UI	

No.	Course Title	Number of Credits
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		

Date :  
Name of Referees : 1.  
2.

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 [international.ui.ac.id](http://international.ui.ac.id) |  [inbound@ui.ac.id](mailto:inbound@ui.ac.id)



### PART II - Referee

*Please write your reference below within this box.*

Name of Referee :  
Title/Status :  
Address :  
Email :  
Phone :  
Fax :  
Signature :

Date :