



Wichita State University Reference Form

INSTRUCTIONS: The applicant below has applied for a study abroad program, which involves a full schedule of academic work at an institution overseas. To benefit from this experience, a student should be highly motivated, emotionally mature, and able to adapt to people of different cultural and social backgrounds. Therefore, your candid and thoughtful appraisal of this applicant is appreciated. Your remarks will be seen by faculty and staff specifically responsible for counseling the student regarding their program. Please mail this form directly to the Barton School of Business 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: _____

Duration of program: _____

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) strengths and weaknesses; and (d) any other factors that you believe may affect a successful experience on a study abroad program.

Please return this reference form and letter to:

**Ann Burger, Academic Advisor
Barton School of Business, Box 48
Wichita State University
Wichita, KS 67260-0048**