

To the referee:

CONFIDENTIAL LETTER OF RECOMMENDATION

This student intends to apply for a degree program at Carinthia University of Applied Sciences (CUAS), Austria. The competition for a study place at CUAS is high; therefore CUAS asks the student to present a letter of recommendation from an academic, or if possible, a professional referee.

This document is confidential and we ask you to return your reference to the student in a sealed envelope. Please sign across the seal. Your sincere and accurate statement is important for us. We thank you for taking the time to complete this letter of recommendation. Please don't forget to include your contact details, as we might want to contact you again.

Name of referee:	
Title:	
Institution of Higher Education or Company:	
Telephone number (incl. country and area code):	
Fax number:	
e-mail:	

Name of student:	
Date of birth:	
Country:	

How long have you known the applicant? _____

In what capacity have you known the applicant? _____

In the chart below, please evaluate the applicant in comparison with other students or employees.

	Excellent (top 5 %)	Very good (top 15 %)	Good (top 30 %)	Average	Non applicable
Intellectual ability					
Study motivation					
Applied knowledge of field					
Report writing					
Thesis quality					
Research ability					
Shows initiatives					
Leadership qualities					
Maturity					

Please provide evaluation of the applicant's ability to pursue and successfully complete a degree program at Carinthia University of Applied Sciences. If necessary, use separate sheet for completion.

.....
Name of the referee

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Signature

.....
Place, Date