



UNIVERSITY OF RICHMOND
FOUNDED 1830

DUBLIN INTERNSHIP ACADEMIC RECOMMENDATION

To the applicant: Submit to a faculty member, preferably your supervisor for the internship or an advisor who is familiar with your work. Be sure to take with you a copy of the information about the program when meeting with the individual who will complete this form.

I hereby waive my right to access this confidential recommendation as provided in the Educational Rights and Privacy Act of 1974.

I do not waive the above-mentioned right.

Student's name: _____ Social Security Number: _____

Signature: _____ Date: _____

To Recommender: Please return this form by **January 26, 2009** directly to **Krittika Onsanit, Office of International Education, University of Richmond, VA 23173**. If you have any questions, please call (804) 287-6499.

This student is seeking approval for participation in a study abroad internship program. The student may elect to earn 3 "internship" or "independent study" credits. The internships vary, but each involves tasks such as carrying out research and reporting to a supervisor, handling correspondence, drafting letters and speeches, and making presentations. Student interns routinely handle important, and in some cases confidential, information, so they must be relied upon to be loyal and discreet. He/She must demonstrate above average intellectual ability and should have academic preparation appropriate for the proposed internship. Students will be working in busy offices, so they must be mature, have friendly and agreeable dispositions, work well with others, and be able to work independently.

Your comments below are critical in assessing the student's suitability for this program.

1. For how long and in what capacity have you known the student?

2. Have you had this student in any of your courses?

3. Do the student's study abroad plans fit into his/her curriculum, major, and personal or professional objectives?

Student's Name: _____

4. In your judgment, are the student's study abroad plans worthy of University of Richmond credit?
5. On a scale of 1 to 5, as explained below, please compare this student in comparison to other advisees.

- 1 = Excellent
- 2 = Very Good
- 3 = Good
- 4 = Below Average
- 5 = Unable to judge (this will not be held against the student)

Academic Ability:
Cooperation:
Adaptability:
Initiative and Motivation:
Open Mindedness:
Maturity:
Emotional Stability:
Relationship with peers:
Relationship with authority figures:
Accountability and Responsibility:
Overall Recommendation:

7. What is your overall assessment of this student's intellectual strengths and weaknesses?

8. Other comments:

Thank you for your time and cooperation.

Name: _____ Date: _____
Title: _____
Phone number: _____
Signature: _____

**RETURN TO: Krittika Onsanit, Director of International Student,
Scholar & Internship Services
Office of International Education
University of Richmond, VA 23173
FAX: (804) 289-8904**