



REPUBLIC OF THE PHILIPPINES
OFFICE OF THE PRESIDENT
COMMISSION ON HIGHER EDUCATION
K TO 12 TRANSITION PROJECT MANAGEMENT UNIT



SCHOLARSHIP FOR GRADUATE STUDIES ABROAD

LETTER OF REFERENCE

INSTRUCTIONS TO THE APPLICANT: Please have this form accomplished by your chosen referee and noted by your university president or chancellor. **Electronic signatures will not be honored.**

NAME OF APPLICANT:

NAME OF REFEREE:

DESIGNATION:

NAME OF HEI:

I. How long have you known the applicant? _____

II. In what capacity have you know the applicant? Please check.

Teacher or Professor

Employer

Research Adviser

Others, please specify: _____

III. Please comment on and describe the following in the space below.

- Applicant's outstanding talents
- How applicant compares with peers, both academically or in leadership roles
- General impression in regard to applicant's character
- Other insights that you can offer that are not likely available from other sources

IV. Using the rating chart, please evaluate the applicant in comparison with other students and mentees, or colleagues you have known during your professional career.

	Excellent	Very Good	Average	Below Average
Intellectual Ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Knowledge of Field	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Work Habits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Motivation to Pursue Professional Advancement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Seriousness of Purpose	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Potential for Significant Contribution to Field	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Resourcefulness and Initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Emotional Maturity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adaptability to New Situations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leadership Qualities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

RECOMMENDED BY:

NAME OF REFEREE:			
DESIGNATION	[i.e. department head/dean/vice president of academic affairs]		
NAME OF HEI			
SIGNATURE:		DATE:	[mm/dd/yyyy]

NOTED BY:

NAME OF UNIVERSITY PRESIDENT/ CHANCELLOR/ HEAD OF INSTITUTION:			
NAME OF HEI			
SIGNATURE		DATE:	[mm/dd/yyyy]

PLEASE SUBMIT THE PHYSICAL COPY TO:

SCHOLARSHIP FOR GRADUATE STUDIES ABROAD
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Higher Education Development Center
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