

School of Engineering, The University of Tokyo

**ESEP 2023, Suggested Format for Letter of Recommendation**

|  |  |
| --- | --- |
| Name of Applicant  |  |
| How long have you known the applicant? |  |
| Relation to the applicant |  |
| Please evaluate the applicant’s qualifications, professional knowledge, intellectual ability, potential, and ability to organize and express ideas. You can use an additional page if the space below is insufficient. |
|  |
| How would you evaluate the applicant as a candidate for enrollment to ESEP? |
| Outstanding | Excellent | Good | Average | Poor |
|  |  |  |  |  |
| Recommender's name |  | Position / Title  |  |
| E-mail address |  |
| Name of Organization |  |

Signature of Recommender (required)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_