

推 薦 書

**LETTER OF RECOMMENDATION**

注意：出願者は、最終出身校における学業成績・学校生活をよく把握している担任教員、学校長などに依頼してください。

Note : This letter of recommendation should be completed by the applicant's teacher, academic adviser, student counselor, school master, etc., who is familiar with the applicant's overall abilities and qualifications at the last school attended.

出願者氏名 (Name of Applicant) \_\_\_\_\_

To the recommender: (推薦者へのお願い。)

Please complete this form and return it to the applicant in a sealed envelope with your signature affixed across the seal. (推薦書は封筒に入れ厳封し、出願者にお渡し下さい。)

Please rate this applicant's abilities and qualifications, as follows. (該当にチェックしてください。)

Excellent (優)    Good (良)    Fair (可)    Poor (不可)

Academic ability (学力)	_____	_____	_____	_____
Independence/maturity (自立・主体性)	_____	_____	_____	_____
Ability to work with others (協調性)	_____	_____	_____	_____

Remarks (所見)

Assessing this applicant's overall abilities, qualifications and personality, I believe he/she is:  
(能力、人物などを総合的に判断し、出願者を：)

- [    ] Highly recommended (強く推薦します。)  
[    ] Recommended (推薦します。)  
[    ] Recommended with reservation (多少の懸念はありますが、推薦します。)  
[    ] Not recommended (推薦しません。)

Signature  
(署名) \_\_\_\_\_

Date  
(日付) \_\_\_\_\_

Name (Print)  
(記載者名) \_\_\_\_\_

Position  
(所属) \_\_\_\_\_

Name of high school  
(学校名) \_\_\_\_\_

Address of high school  
(学校住所) \_\_\_\_\_

Zip code  
(郵便番号) \_\_\_\_\_

Phone  
(電話番号) \_\_\_\_\_

Fax  
(ファックス番号) \_\_\_\_\_