## **Letter of Reference -- Example**

## ***This letter should be filled in by a professor under whom the applicant has studied or carried out research, OR by someone who has supervised a work/internship related to the applicant’s field of study.***

## ***The referee will have to fill out the document in English, and have to return the scan version directly per email to ISARA-Lyon =>*** [***student@isara.fr***](mailto:student@isara.fr)

## ***This letter is an important element in the selection of the applicants; it provides an invaluable assessment of the skills and abilities that you have had an opportunity to observe. Thank you in advance for your assistance in providing this evaluation.***

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| **1/ First Name & Surname of the applicant:** |

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| **2/ Please indicate the circumstances and period in which you have worked with the applicant (lectures, practical/lab work, project, or thesis supervision):** |

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| **3/ With respect to the other students of his/her class, please rank the applicant?**   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | |  | **Excellent** | **Good** | **Average** | **Below Average** | **I Don’t know** | | Theoretical knowledge |  |  |  |  |  | | Intellectual ability |  |  |  |  |  | | Work load capacity |  |  |  |  |  | | Capacity of expression |  |  |  |  |  | | Leadership ability |  |  |  |  |  | | Capacity of being open-minded |  |  |  |  |  | | Potential for significant future contribution in field |  |  |  |  |  | |

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| **4/ On a scale of a 1 to 100 (considering 100 to be the highest), please rank the applicant in relation to other co-workers/students in his(her) work/class:** |

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| **5/ Include any additional information you consider relevant concerning the academic, professional,**  **or human qualities and skills of the applicant** |

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| **6/ Thank you for assisting us by ticking one or more of the following points**   |  |  | | --- | --- | | I would strongly recommend this applicant for this MSc course |  | | This applicant would benefit greatly from the experience of this MSc course |  | | This applicant would definitely make a positive contribution to this MSc course |  | | I would have some reservations about this applicant’s suitability for this MSc course |  | | I am unable to comment on this applicant’s suitability for this MSc course |  | |

**First Name & Surname of the referee:       Position/Title:**

## **University/Company:**

**Phone:       E-mail:**

**Signature: Date (DD/MM/YYYY):   /  /**