# [October 2021 Admission] Doctoral Program in Global Studies
# Peace and Conflict Studies (PCS)
# Letter of Recommendation – Cover Letter (1)

The applicant must find a respondent who is able to assess the applicant's past academic and/or professional performance and capabilities. **The respondent must prepare a Cover Letter (this form) and a letter of recommendation**, enclose them in an envelope, seal the envelope, and sign across the seal. As per the request of the applicant, either (1) return the envelope to the applicant, or (2) forward the envelope to the following address via first class mail. Please type or print all entries in ink.

Mail to: Admissions Office, Tokyo University of Foreign Studies
3-11-1 Asahi-cho, Fuchu-shi, Tokyo 183-8534, JAPAN
+81-(0)42-330-5179

**Applicant's Information**

Legal Name _____
Surname Given names

**Respondent's Information**

Legal Name _____
Surname Given names

Organization _____

Position _____

Mailing Address _____
Street Address City State Postal Code Country

Phone _____ E-mail _____

Relationship to the Applicant _____ Length of Relationship _____

Please assess the applicant, compared to other individuals whom you have taught or supervised, on such criteria as his/her personal integrity, intellectual ability, creativity, motivation, initiative, capacity for independent research, contribution to discussions, and ability to express ideas verbally and through writing.

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|---|---|---|---|
| Overall Assessment | ☐ Below Average | ☐ Average | ☐ Above Average |
| | ☐ Excellent | ☐ In the Top Few | ☐ Unsure |

On a separate sheet (preferably letterhead), please describe your impressions of the applicant during the time and within the context that you have known him/her. We are especially interested in your evaluation on the applicant's suitability for master's study in the fields of International Studies and Peace and Conflict Studies. We welcome any information that would help us to differentiate this applicant from other applicants. **Lastly, please sign by hand or stamp the letter of recommendation so that we know that the letter is original.** Please note that we do not accept e-signatures. Thank you for your time and cooperation.