

Reference Letter Deadline: December 15, 2011

The applicant noted in the box below is applying for an Asian Development Bank (ADB) Scholarship and has asked that you provide a letter of reference. We appreciate your time and effort in supplying this additional background information. This letter of reference will be considered as part of the application for an EWC Scholarship only. The East-West Center strengthens understanding and relations between the peoples of the United States, Asia, and the Pacific through cooperative study, training, and research. The East-West Center is not a degree granting institution, but works in partnership with the University of Hawai'i. The ADB Scholarship provides funding for Master's and Doctoral graduate students to participate in educational and research programs at the East-West Center while pursuing graduate study at the University of Hawai'i. Please return this letter of reference directly to the **East-West Center, Award Services Office, Attn: ADB Scholarships, 1601 East-West Road, JAB 2066, Honolulu, Hawaii, 96848-1601 USA**. Thank you for your assistance.

Name and title of Person Writing Recommendation (**please type or print**)

Address

Name of Applicant (**please type or print**)

Applicant's special area of academic and research interest

Attach business card here if available

TO THE APPLICANT: Confidentiality of Participant Records

Under East-West Center policy, this letter may be viewed by you unless you waive your right to see it or the person writing this letter wishes it to be held in confidence (#9). In the event you do not waive your right to see this letter but the referee indicates in item #9 that he/she wishes the letter to be held in confidence, the referee's preference will take precedence.

I waive my right to see this letter of reference

I do not waive my right to see this letter of reference

Signature of Applicant _____ *Date*

LETTER OF REFERENCE

Community Service/Civic Engagement/Extra Curricular Activities

1. How long have you known the applicant?
2. How well and in what capacity do you know the applicant?
3. Please rate the applicant in terms of each of the following:

	Exceptional	Well Above Average	Above Average	Average	Below Average	Unable to Judge
Leadership						
Initiative						
Creativity						
Consideration/Concern/Care For Others						
Adaptability						
Ability To Help Others With Crises						
Intelligence						
Self-Expression						
Ability To Cope With Personal Crises						
Capacity For Change						
Cross-Cultural Knowledge & Experience						
Cross-Cultural Sensitivity						

4. Of similar applicants you have known, how does this applicant rank on a 1-10 scale (10 highest, 1 lowest, 5 average) in the area of cross-cultural community building?

5. What are the applicant's special strengths and weaknesses?

6. What has been individual's greatest achievement (academic, personal, community)?

7. Please provide any additional comments that you deem relevant regarding the applicant's community service/extra curricular activities.

8. Do you recommend the applicant for an East-West Center fellowship to pursue advanced study and participate in cross-cultural community building?

Recommend highly

Do not recommend

Recommend

Insufficient basis for making recommendation

Recommend with reservations

9. Please check one:

I have no objection to disclosing this letter of reference to the applicant if he/she requests

I do not want this letter of reference to be disclosed to the applicant.

Signature _____

Date _____

Print Name _____