

# Letter of Recommendation

## By Counselor/Homeroom Teacher

Name of Applicant		Registration No.	
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### Notice

- This form is a sample. Letter of Recommendation must be submitted online at ( [http://admission.ksa.hs.kr/iphak\\_eng/](http://admission.ksa.hs.kr/iphak_eng/) ) during application submission period.**
- Type your recommendation in English.  
Feel free to contact KSA Admissions Office with any questions.
- Your candid recommendation of the applicant's potential for success at KSA is extremely valuable to the admissions process. Comments made on recommendation need to be clearly described with specific and detailed examples on this letter. (KSA will confirm the veracity of contents of the recommendation during the assessment and interview.)
- Misstatements or comments written by others can be a big disadvantage for admissions because your recommendation letter will be documented.
- Fill out the recommender's information below and check  the box.

※ This recommendation will be used only for admissions..

\* I have read this notice.

**[COMPLETED BY THE RECOMMENDER]**

Name		Gender	M	F
Date of Birth	Ex)20031215			
Institution				
Title		Position		
Teaching Career	Year		Month	
Telephone		Fax		
Cell phone				
E-mail				
Address				

- I have written this recommendation based on the facts.
- I will not disclose the contents of my recommendation to the applicants and the others under any circumstances.
- I will cooperate when KSA asks for confirmation of the contents of your recommendation.
- I will take responsibility of any false contents and the information written by someone else.
- This recommendation **via airmail** must contain your handwriting signature.

I hereby pledge that I have confirmed the contents above.

Date: \_\_\_\_\_, \_\_\_\_\_, 2023(mm.dd.yyyy)

Recommender's Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Check the pledge

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① Describe the educational and local environment of the school the applicant attends.

② Describe your interaction with the applicant.

- ① How long have you known the applicant? \_\_\_\_\_
- ② Elaborate on your relationship with the applicant.

③ Please rate the applicant relative to other students in the same grade you are in charge of by

checking the appropriate box.

(Check with the mark √)

Applicant's level Appraisal Item	One of the top few I've encountered	outstanding	Excellent	Average	Below average	No basis for judgment
Various interests except math and science						
Self achievement						
Relationship with friends and teachers & Cooperation with others						
Spirit of Service & Concern for others						
Communication Skills						
Sense of responsibility & Leadership						

1. Describe the applicant's interests in various areas, willingness for self-achievement, and personal traits in detail.

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2. Elaborate on the applicant's relationship with friends and teachers, spirit of service, concern for others, cooperation, and leadership.

※ If you have additional comments about the applicant, write them in the space below.

3. How strongly do you recommend this student to KSA? (with  $\surd$  mark)

My strongest recommendation		Strongly		Fairly strongly		With reservation	
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**For more information on  
Korea Science Academy of KAIST, visit:  
<http://admission.ksa.hs.kr>**