



# HARVARD SUMMER SCHOOL

## Chinese Teacher Recommendation Form

for the Harvard Summer Program in Beijing, China/Harvard Beijing Academy (bj)

### To be completed by the applicant:

Name of applicant \_\_\_\_\_

Chinese name (characters and pinyin) \_\_\_\_\_

The Family Educational Rights and Privacy Act of 1974 and its amendments guarantee students access to educational records concerning them. Students may also waive their right of access.

- I waive my right to inspect the contents of the following recommendation.
- I do not waive my right to inspect the contents of the following recommendation.

Applicant's signature _____	Date _____
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### To be completed by the teacher:

Name of teacher \_\_\_\_\_

Title \_\_\_\_\_

Institution \_\_\_\_\_

Recommenders should complete this form, seal the form and letter (if applicable) in an envelope, sign across the seal, and return the envelope to the student for inclusion with his or her application. Alternately, completed forms can be mailed directly to: Matilda West, Study Abroad Office, Harvard Summer School, 51 Brattle Street, Cambridge, MA 02138, USA.

We would appreciate your candid appraisal of the student's suitability for an intensive Chinese language study program in Beijing. Please complete this form and return it to the student in a sealed envelope with your signature over the back flap. You may prefer to answer the questions on a separate piece of paper, but please attach this form to your answers. Feel free to use either Chinese or English. Thank you for helping us in the selection process.

1. How long and in what capacity have you known the applicant?
  
2. What course(s) have you taught the applicant? What grade(s) did the student receive in your class(es)?
  
- 3a. Please evaluate the student's language proficiency in comparison to other students at the same level. If you are writing for more than one candidate, please provide an ordered ranking. (This does not mean that we will reject your lowest-ranked student. We will accept all applicants we can; however, your ranking will be very helpful to us.)

Name of applicant \_\_\_\_\_

3b. Please indicate the student's proficiency in each of the four areas relative to other students of the same level (1 is lowest; 10 is highest).

	1	2	3	4	5	6	7	8	9	10
Reading										
Writing										
Speaking										
Listening										

4. What is your overall estimation of the applicant's academic promise, including potential, motivation, and academic responsibility? Include specific strengths and weaknesses.

5. What is your overall evaluation of the applicant's suitability for this intensive program? Please comment on the student's maturity, ability to handle intensive study in a foreign environment, and ability to relate well to others.

**I recommend this student** (please check):

- with utmost enthusiasm
- without reservation
- with reservation
- do not recommend

Signature \_\_\_\_\_ Date \_\_\_\_\_