Letter of Recommendation

To Director of the International Education Center, Niigata University:

Our university hereby recommends the following student(s) as the applicant(s) of Niigata University Summer Program 2024.

◆Name of university:

◆Name of the person in charge:

◆Student’s name, department, and grade

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| No\* | Name in Roman | | | Department | Grade |
| Family Name (in uppercase) | Given Name (in lowercase) | Middle Name  (in lowercase) |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |
| 5 |  |  |  |  |  |

\*Please write the applicant’s information in the order of recommendation.

Add the list in case there are more than 5 students to be recommended.