INTERNATIONAL INTERNSHIP PROGRAM
Letter of Recommendation (Template)
Office of International Affairs
Lehigh University
Bethlehem, PA 18015

NAME OF APPLICANT: ____________________________________________

TO THE RECOMMENDER: The person whose name appears above is applying for admission
to the International Internship Program at Lehigh University. The selection committee will
interview highly motivated student finalists who have been able to identify and describe the
international experiences they are seeking. As an evaluator, complete the necessary information
below and in a signed attachment, please:

1. Indicate how long you have known the individual and in what capacity.

2. Relate any experiences you can point to that indicate the applicant’s work ethic, level of
   motivation, initiative, and preparedness for such an experience.

3. Provide us with any additional or relevant comments.

Thank you for your assistance in this process. We ask that you place your completed evaluation
in a sealed envelope and return it to the applicant or send it directly to Carol Ham at Lehigh
University, Office of International Affairs, Coxe Hall, 32 Sayre Drive, Bethlehem, PA, 18015
before November 21st, 2014.

Name of person who is recommending student: ________________________

Position / Title: _____________________________________________________

Organization: _____________________________________________________

Address: _________________________________________________________

Telephone Number: ________________________________________________

Email: ____________________________________________________________