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. Please email this as an attachment and send to inliii@lehigh.edu or send a hard copy to Carol Ham at Lehigh University, Office of International Affairs, Coxe Hall, 32 Sayre Drive, Bethlehem, PA, 18015 before December 19, 2015.

Name of person who is recommending student: ____________________________

Position / Title: __________________________________________________________

Organization: ____________________________________________________________

Address: __________________________________________________________________

Telephone Number: _______________________________________________________

Email: ____________________________________________________________________