**Letter of Recommendation**

***(from the Principal or a Faculty Member of the Former School)***

Confidential: Not to be seen by applicant.

*(name of the applicant)* is applying to Seminari Theoloji Malaysia. Please give a careful and confidential appraisal of the applicant’s academic standard and achievement; intellectual enthusiasm, competence, and ability to do critical thinking; and ability to profit from graduate study in his/her field; leadership ability, maturity, relational ability, and sense of self.

How long have you known the applicant and in what capacity?

What is the standing of the applicant in class?

Top five percent Top ten percent Average Below average

How do you recommend the applicant?

Enthusiastically Strongly With reservation Not at all

How would you rate his/her mastery of the English language in relation to the demands of graduate study?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Auditory comprehension: | inadequate | satisfactory | good | very good |
| Reading comprehension: | inadequate | satisfactory | good | very good |
| Oral comprehension: | inadequate | satisfactory | good | very good |
| Written expression: | inadequate | satisfactory | good | very good |

How would you rate his/her mastery of the Chinese language in relation to the demands of graduate study *(for Chinese Track only)*?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Auditory comprehension: | inadequate | satisfactory | good | very good |
| Reading comprehension: | inadequate | satisfactory | good | very good |
| Oral communication: | inadequate | satisfactory | good | very good |
| Written expression: | inadequate | satisfactory | good | very good |

How do you assess his or her abilities and character in the following categories?

Not Very Out-

Observed Weak Fair Average Good Standing

Intellectual capacity

# Critical & Analytical skill

Ability to work with others

# Initiative

Creativity & Imagination

Maturity Interpersonal skills Self-confidence Self-discipline Quality of work

Ability to analyze problems and formulate solutions

Leadership skills

Motivation for proposed program of study

Signature Date Name

Position or title Email

Institution & Address

**Instructions for Mailing:**

Please send (either registered mail or email) this Letter of Recommendation directly to:

## The Academic Office

Seminari Theoloji Malaysia, Lot 3011, Taman South East, 70100 Seremban, Negeri Sembilan, Malaysia.

(Email: stm\_academic1@stm2.edu.my)