

## Academic reference for the application for a scholarship from the Evangelisches Studienwerk

Thank you for your willingness to write a letter of reference. Please note that we can only accept a reference which is

- completed legibly in its entirety, filled in preferably digitally. You will find our web form here: [https://www.evstudienwerk.de/images/stories/pdf/auswahl/gutachten\\_gesellschaftlich\\_eng.pdf](https://www.evstudienwerk.de/images/stories/pdf/auswahl/gutachten_gesellschaftlich_eng.pdf)
- authorized with your signature and the stamp of your institution
- based on your own experience with the applicant and not primarily on appraisals of third parties
- referring to activities within the last two years
- not completed by relatives

Please send the original reference form in due time (1 March/1 September) to us either by post **or** by e-mail. We kindly ask you to send the reference by e-mail only after the applicant has approved and to send it from your official account.

### Our address:

Ev. Studienwerk Villigst - Ressort Bewerbung/ Auswahl - Iserlohner Str. 25 - 58239 Schwerte - Germany  
e-mail: [bewerbung@villigst.de](mailto:bewerbung@villigst.de) (Subject: Gutachten) - Tel. +49.2304.755 363

If you have any questions please do not hesitate to contact us by e-mail or by phone. If you know of anyone who you believe would be eligible for a scholarship, please inform them about the possibility. More information is available at [www.evstudienwerk.de](http://www.evstudienwerk.de).

### Details of the referee

Title	Academic Title
Surname	Forename
Organisation	
Work address	
Field of duty	Position
Telephone	e-mail

### Details of the reference

Which period of time does your reference relate to?

From \_\_\_\_\_ Until \_\_\_\_\_

In which context do you know the applicant?

Lectures/ Tutorials	Practical experience	Teaching in the applicant's school
Careers/ Academic Tutor	Other	

### Details of the applicant

Title	
Surname	Forename
Address	
(Proposed) Subject	

Is the applicant aware of the content of the reference?

Yes No

May the applicant on enquiry be informed about the contents of the reference?

Yes No

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### Opinion of the referee

Please evaluate the academic performance and qualifications of the applicant. Please also evaluate the applicant's aptitude to study the current or proposed subject:

Please describe and evaluate any additional skills and/or qualifications of the applicant (e.g. motivation/willingness to learn, interdisciplinary thinking and activity, problem solving, the ability to work in a team, etc.):

Finally, please summarise your assessment and mention any particular reasons as to why the applicant should or should not receive a scholarship from 'Evangelisches Studienwerk Villigst e.V.:

Place and Date

Stamp

Signature