

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: http://www.evstudienwerk.de/images/stories/pdf/auswahl/gutachten_fachlich_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 mail. We kindly ask you to send the reference by 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

Mail: bewerbung@villigst.de (Subject: Gutachten) - Tel. +49.2304.755 363

If you have any questions please do not hesitate to contact us by 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.

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

Opinion of the referee

Please evaluate the academic qualifications and achievements of the applicant:

Please evaluate the applicant's suitability, aptitude and commitment to study the current or proposed subject:

Please evaluate the applicant's qualities, which mark him/her out from his/her peers, for example willingness to learn, cross-curricular thinking, problem-solving and the ability to discuss or work in a team:

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

Place, Date

Stamp

Signature