



# McMaster Exchange Program

## Letter of Reference – Research Abroad

**Students:** The academic Letter of Reference should be written by someone in your area of study or research who can comment on your suitability for a research program abroad.

**Referee:** Please refer to the following guidelines as you prepare the Letter of Reference.

### Guidelines:

1. How long and in what capacity have you known this student?
2. Please comment, to the best of your ability, your knowledge of this student in terms of:
  - How this research experience will further this student's academic/research training
  - Knowledge in the proposed research area
  - Motivation and commitment to this learning experience
  - Personal suitability and maturity
  - Resilience and resourcefulness

The Letter of Reference should be written on university letterhead and signed by the referee.

Once complete, please send to:

**Jenna Levi**  
Education Abroad Coordinator  
Student Success Centre, Gilmour Hall 110  
[levij@mcmaster.ca](mailto:levij@mcmaster.ca)