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