Examinee's number
*No need to fill out

Letter of Recommendation

University of Tsukuba, Graduate School of Business Sciences, Humanities and Social Sciences,

Degree Programs in Humanities and Social Sciences, Master's Program in International Public Policy

This letter must be prepared by the head of applicant's organization, supervisor or equivalent person, and must be issued to the applicant in a <u>strictly sealed envelope.</u>

Applicant's Name		Date of Birth	Day/ Month/ Year
Enrolled University, etc.	Name of University, School/ College, Department		
Enrollment Date	Day/ Month/ Year	Graduation Date	Day/ Month/ Year
Program of Applicant's Choice	Degree Programs in Humanities and Social Sciences, Master's Program in International Public Policy		

Recommendation Requirements: Please check the appropriate number.
1. Individuals who have earned 70% or more A (Excellent) grades among of the total credits earned by the time of application.
2. Individuals who have recommended by the head of applicant's organization, supervisor, or an equivalent person.

Reason for Recommendation

* Reverse side can be used.

Applicant's grades: Please fill in the grades earned by the time of application.
*Please refer to the calculation method on the next page to calculate the rate of A (Excellent).

	A (Excellent)	B (Good)	C (Passing)	Total	Rate of A (Excellent)
Number of courses				④	%
Number of credits	①	②	③	(①+②+③)	((①／④) ×100)

Date: /   /

Affiliation, Title

Name   signature/ seal

Calculation Method for the Rate of A(Excellent) for the Recommendation Requirement

1. The grade criteria should be as follows, rounding off to the second decimal place.

   A (Excellent): 100 to 80 points on a 100-point scale

   B (Good): 79 to 70 on a 100-point scale

   C (Passing): 69 to 60 points on a 100-point scale

2. Credits earned on a pass/fail basis without a grade evaluation are not included in the calculation of the rate of A (Excellent).

3. In cases where credits earned at other universities are included in graduation requirements, the calculation will be based on the grade of the course for which the credits were earned.