**TAUCK SCHOLARS PROGRAM - INTERNATIONAL INTERNSHIPS**

**Letter of Recommendation** (Template)

College of Business Undergraduate Programs Office
Lehigh University, Rauch Business Center, Suite 395
621 Taylor Street, Bethlehem, PA 18015

NAME OF APPLICANT: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

TO THE RECOMMENDER: The person whose name appears above is applying for the Tauck Scholarship. This scholarship program provides unique educational and cultural opportunities for selected business students to participate in an international internship in a cultural setting that is “new and foreign to them.”

The Tauck Committee will interview highly motivated student finalists who have been able to identify and describe the international experiences they are seeking. As an evaluator, please complete the necessary information below and in a signed attachment, please:

1. Indicate how long you have known the individual and in what capacity.

2. Relate any experiences you can point to that indicate the applicant’s work ethic, level of

motivation, initiative, and preparedness for such an experience.

3. Provide us with any additional or relevant comments.

Thank you for your assistance in this process. We ask that you place your completed evaluation

in a sealed envelope and return it to the applicant or send it directly to Carla Jenkins-McDonald at the address above before NOVEMBER 4, 2019. You may also send the letter of recommendation by email to Carla Jenkins-McDonald at clj0@lehigh.edu. Please write TAUCK SCHOLAR LETTER OF RECOMMENDATION for (Name of student) in the subject line.

Name of person who is recommending student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position / Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_