# 推荐信 Letter of Recommendation

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| **被推荐人信息** | | | |
| 被推荐人姓名/Applicant's Name： | |  |  |
| 被推荐人职务/Applicant's Position： | |  |  |
| 您在何种场合认识申请人？认识申请人已有多长时间？How did you get to know the applicant? How long have you known each other?(限定6行，否则PDF打印将显示不全 Less than 6 Lines) | | | |
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| 如果满分为10分，您对申请人的推荐度几分？On a 10-point scale, with 10 representing your strongest recommendation, how strongly do you recommend the applicant? | | |  |
| 请简要叙述评分理由（Please Brief the above Reasons） | | | |
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| 您对申请人印象最深刻的一件事是什么？Based on your experiences with the applicant, what comes to mind as their most impressive characteristic? Please reference one or more specific experiences. (限定6行，否则PDF 打印将显示不全) | | | |
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| 请用具体事例详述申请人与同位人（同龄或同背景或同职位等）相较的长项和短项。Using concrete examples, identify some of the applicant's strengths and weaknesses as compared to their peers of a similar age, position or background. (限定6行，否则PDF打印将显示不全 Less than 6 Lines) | | | |
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| **推荐人信息** | | | |
| 推荐人姓名 Name: |  | 职务/职称 Position/Title: |  |
| 单位 Employer: |  | | |
| 地址Mailing address: |  | | |
| 邮政编码 Postcode: |  | 手机 M.P.: |  |
| 办公电话 Office Tel: |  | | |
| 推荐人公司（单位）邮箱 Office Email: |  | | |
| 您是否光华校友 Guanghua Alumni(YES/NO): | |  | |
| 推荐人签名 Signature: | | 机打 | |