*[official letterhead of the University]*

**Letter of Recommendation**

Date of issue:

|  |  |  |
| --- | --- | --- |
| **Full name of the student** | : |  |
| **Date of birth** | : |  |
| **Sex** | : |  |
| **School year** | : |  |
| **Date of enrollment** | : |  |
| **School / Department** | : |  |
| **Major** | : |  |
| **Period of stay at PNU** | : | August 20th, 2018 – July 15th, 2019 / August 20th, 2018 – February 9th, 2019 *(please, choose the appropriate period of stay)* |

On behalf of Administration of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ university (city: \_\_\_\_\_\_\_\_\_\_, country: \_\_\_\_\_\_\_\_\_\_) I recommend the above mentioned student for participation in the student exchange program with Pacific National University (Khabarovsk, Russia).

Before entering our university, the above mentioned student studied at \_\_\_\_\_\_\_\_\_\_\_\_\_\_ school / university (city: \_\_\_\_\_\_\_\_\_\_), from \_\_\_\_\_, 20\_\_ to \_\_\_\_\_, 20\_\_. He / she completed all the courses prescribed by the educational program, successfully passed final examinations and obtained Graduation certificate №\_\_\_\_\_\_\_\_\_\_ / Bachelor’s degree Diploma №\_\_\_\_\_\_\_\_\_\_ / certificate №\_\_\_\_\_\_\_\_\_\_, the date of issue: \_\_\_\_\_\_\_\_\_\_. This certificate / diploma is kept at our university.

[Signature] [Stamp]

[Full name of the President / Vice-President]

[Title]

[Name of the University]