

UTokyo Amgen Scholars Program 2020

Instructions for Recommenders

This student is applying to the UTokyo Amgen Scholars Program, an 8-week summer research internship in laboratories of the University of Tokyo where research in the areas of bioscience and biotechnology is being conducted. The applicant would like to ask you to provide a letter of recommendation for them to the UTokyo Amgen Scholars Program Committee. We would be grateful if you would address the following questions when writing your letter.

- 1. In what capacity and how long have you known the applicant?**
- 2. Please address the applicant's academic and research performance based on your previous experience working with the applicant.**
- 3. How would you rate the applicant's potential to successfully conduct and complete an independent research project?**
- 4. To your knowledge, what is the applicant's commitment to a career in science?**
- 5. Any additional comments about the applicant.**

There is no specific format for the letter of recommendation, but it should be on a departmental/university letterheaded paper, and signed by the recommender. In addition, please make sure to state the applicant's application number in the letter. It should then be scanned and submitted as a PDF file.

Once the UTokyo Amgen Scholars Program applicant enters your information into the **T-cens SP** online application system, you will receive an email from the T-cens SP Support Team (t-cens_sp.support@t-cens.iapply.t.u-tokyo.ac.jp OR t-cens-sp.adm@gs.mail.u-tokyo.ac.jp) with a link and an ID/Password combination to upload your letter of recommendation. Please submit your letter of recommendation directly using the T-cens SP system. The applicant cannot upload the letter themselves, nor are we able to receive the letter as an email attachment.

The deadline for receipt of the letter of recommendation is **3:00 pm JST** (Japan Standard Time [UTC + 9:00hrs.]) on **Monday, 3 February 2020**. If you have any questions, please contact the program directors of the UTokyo Amgen Scholars Program at amgenscholars.adm@gs.mail.u-tokyo.ac.jp.

Thank you for your effort.