**JIIA/CGO Research Fellowship for Fiscal 2025**

**(Form E) Confidential Reference Letter**

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| **Section 1 – to be completed by the Applicant before passing to referee** |

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| Applicant full name |  |
| Applicant E-mail |  |

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| **Section 2 – to be completed by the referee** |

The person named above wishes to apply for the Research Fellowship of the Global Outreach Center, Japan Institute of International Affairs. The applicant would like you to be their reference.

Please assess the applicant’s competence to carry out the proposed research, as well as the importance and impact of the project, and describe the relationship between you and the applicant in the specialized field.

**Please fill out and send this form to** [**CGOFellowship@jiia.or.jp**](mailto:CGOFellowship@jiia.or.jp) **by January 31, 2026 noon (JST). References must be submitted directly by the referee/recommender.** **Please include applicant name in the subject line of the email.**

This reference form will be used only for the selection process.

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| Referee’s full name |  |
| Functional Title |  |
| Department |  |
| Institution |  |
| Email |  |
| Date |  |

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| 1. What capacity (e.g. Supervisor, mentor, research collaborator etc.) have you known the applicant? |
| 2. How long have you known the applicant (years/months)? |
| 3. How do you rate the applicant’s academic ability?  □ Outstanding (Top 5%) □ Excellent (6%-15%)　 □ Good (16%-30%)　 □ Average (31%-50%)　 □ Poor (Lower than 50%)  Please provide a written explanation to support your evaluation. |
| 4. How do you evaluate the feasibility and the importance of the applicant's proposed project?  □ Outstanding (Top 5%) □ Excellent (6%-15%)　 □ Good (16%-30%)　 □ Average (31%-50%)　 □ Poor (Lower than 50%)  Please elaborate and provide a written explanation to support your evaluation. |
| 5. What overall level of support do you give this application?  □ Have not read the proposal □ Full endorsement □ Very strong 　 □ Strong 　 □ Reserved 　 □ None  Please provide a written explanation to support your evaluation. |

Please provide any additional comments in support of your responses above. Please feel free to add an extra page if necessary.

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