Sample Letter of Nomination and Academic Good Standing

As part of your students’ applications to ISU, please write a letter for each student that includes:

a) The students’ name and how many semesters s/he will study at ISU;
b) Your confirmation that the student is in good academic standing at home.

For your convenience, you may refer to the sample wording below. Please type your letter on your University’s official paper.

This is to verify that Student’s Name has been selected to study as an exchange student at Illinois State University. We verify that s/he is in “Academic Good Standing” at our university and has the academic skills and grades to be a successful university student through this exchange program.

Student’s Name will study at ISU for one/two semester(s): ________________________________.

Please indicate Fall 2014 and/or Spring 2015

Your Name (Printed) _______________________________________

Your Name (Signature) ______________________________________

Title ______________________________________

Date ______________________________________