INSTRUCTIONS FOR REFERENCE LETTER FOR APPLICANTS TO THE Serge Bellanger French-American Business Student Scholarships of the French-American Chamber of Commerce Foundation

Dear Sir/Madam:

You have been asked to submit a letter of recommendation for a candidate applying for a Serge Bellanger French-American Business Students Scholarships of the French-American Chamber of Commerce Foundation for the 2014-2015 school year. We appreciate the time you are taking to submit this letter, which will be a key element in our evaluation of the candidate for this scholarship.

Additional information about the Serge Bellanger Scholarship can be found at FACC-NY web site under the Foundation Section at faccnyc.org/facc-foundation.

Please include answers to the questions below in your letter, along with any other information you deem relevant to this candidacy, in a letter that is signed and dated on your letterhead and includes your contact information. The letter should be sent before April 15, 2014 to the following address:

French-American Chamber of Commerce Foundation
Serge Bellanger Business Student Scholarships
1350 Broadway, Suite 2101
New York, New York 10018
Attention: Shanny Peer, Scholarship Program Manager

Please include the following information in your letter:

1. Name of applicant
2. How long you have known applicant
3. In what capacity have you known the applicant
4. How does the applicant compare to other students or employees/interns with whom you have worked
5. How would you assess the applicant’s interest in and aptitude for international business studies
6. How would you rate their proficiency in (English/French whichever applies as the second language)

Thank you again for taking the time to submit this letter of recommendation.

Shanny Peer
Scholarship Program Manager
Serge Bellanger Scholarship Program
French-American Chamber of Commerce Foundation
speer@faccnyc.org