

# Guidelines for Recommendees

## ■ General rules

1. Send me a **one-page** summary, justifying why you deserve the admission.
2. Send me your supporting materials (e.g. SOP, biography, transcripts, ...) for reference.
3. Indicate the deadline of each program.
4. Inform me your **final decision** whenever possible.

## ■ For *domestic* program applicants:

5. I can recommend up to **THREE** programs for one applicant. Please denote and justify which program is of your highest priority.
6. Propose your request no later than **ONE WEEK** before the first deadline.

## ■ For *international* program applicants:

7. I can recommend up to **TEN** universities for one applicant. Please denote and justify which **three** programs are of your highest priority.
8. Propose your request no later than **ONE MONTH** before the first deadline.
9. Fill my “Institution” as “National Tsing Hua University” (few can figure out “NTHU”). If required, fill my “Department” as “Electrical Engineering” or “Institute of Photonics Technologies”.