

## *J-1: Academic Training* **Academic Advisor Recommendation**

**Student Applicant:** Please complete Section I of this form. Then, provide this form and a copy of your employment letter to your Academic Advisor for review and completion of Step 2.

### **SECTION I**

<b>Student's Last Name(s):</b>	<b>Student's First Name(s):</b>	
<b>Email:</b>	<b>Phone:</b>	
<b>Employer:</b>	<b>Supervisor Name:</b>	
<b>Employer Address</b> (physical address where you will work):	<b>Supervisor Phone:</b>	<b>Supervisor Email:</b>
<b>Will you be paid?</b> ___ No ___ Yes <i>If paid by a third party (other than the employer named above), please indicate name of third party:</i>	<b>Job Title:</b>	
<b>Hours:</b> ___ <b>Part Time</b> (20 hrs. /wk. or less) ___ <b>Full Time</b> (over 20 hrs. /wk.)	<b>Start Date</b> (mm/dd/yy):	<b>End Date</b> (mm/dd/yy):
<b>Describe the goals and objectives of the training program requested:</b>		
<b>Describe how the training directly relates to your field of study at Babson:</b>		
<b>Describe how this training is an integral and critical part of your academic program:</b>		

### **SECTION II**

***Academic Advisor:*** As the student's academic advisor, I believe that the employment requested by the student is directly related to her/his academic program at Babson College and is an integral and critical part of that program.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name (please print): \_\_\_\_\_