

University of Notre Dame MBA Program

Recommendation Form

I. To the Applicant:

Date U.S. Social Security Number

Applicant Name

Street Address Street/Apartment

City State/Province/Territory Zip/Postal Code Country

Recommendation Release

I hereby waive any rights I may have to examine this confidential information.

Yes No

Applicant Signature

II. To the Recommender:

The above applicant is applying to the University of Notre Dame MBA program. Based on your experience with the candidate, please provide a confidential assessment of his or her abilities on the following dimensions: performance in a professional setting, prospects for a significant career in business, present or future managerial promise.

Title _____

Recommender Name

Organization Name Title

A. How long have you known the applicant and in what capacity? (Please select one response in each column.)

- | | |
|--|---|
| <input type="checkbox"/> Less than one year | <input type="checkbox"/> Student |
| <input type="checkbox"/> One year but less than two | <input type="checkbox"/> Employee directly under my supervision |
| <input type="checkbox"/> Two years | <input type="checkbox"/> Business associate |
| <input type="checkbox"/> More than two years | <input type="checkbox"/> Friend |
| <input type="checkbox"/> Other (<i>please explain</i>) _____ | |

B. To what extent has he or she demonstrated an ability to think independently?

- | | | |
|---|---|-------------------------------------|
| <input type="checkbox"/> Very Independent | <input type="checkbox"/> Somewhat independent | <input type="checkbox"/> Don't know |
| <input type="checkbox"/> Independent | <input type="checkbox"/> Not independent | |

C. If English is not the applicant's native language, how well does he or she speak and understand English?

Understands

- Very well
- Well (*English is passable*)
- Poorly (*will probably have difficulty in a graduate program*)
- Very poorly

Speaks

- Very well
- Well (*English is passable*)
- Poorly (*will probably have difficulty in a graduate program*)
- Very poorly

Writes

- Very well
- Well (*English is passable*)
- Poorly (*will probably have difficulty in a graduate program*)
- Very poorly

If poorly or very poorly, please specify the problem.

D. Is the applicant's scholastic record, as you know it, an accurate index of his or her scholastic ability?

- Yes
- No
- Not applicable

If no, please explain.

E. Please give us your appraisal of the applicant in terms of the qualities listed below.

	Superior (top 10%)	Excellent (top 20%)	Good (top third)	Average (middle third)	Poor (bottom third)	No Information
Performance in current position	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Intellectual ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Managerial promise	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Demonstrated leadership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maturity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Confidence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to work with others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to meet deadlines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to work under pressure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mathematical aptitude	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability in oral expression	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Written communications skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

F. Please indicate your overall recommendation for this candidate.

- Highly recommended
- Recommended, but with reservation
- Recommended
- Not recommended

G. Would you hire (or rehire) this candidate? Yes No Not Applicable

H. Please discuss the applicant's chief strengths with regard to having a successful managerial career.

I. Please comment on the ratings that you have assigned and make any additional statement about the applicant's record, potential or personal qualities which you believe would be helpful to the Admissions Committee in considering this person's application.

Recommender Signature

Date

Address

Telephone (*country code / area or city code / number*)