



LETTER OF RECOMMENDATION

NOTE TO PROSPECTIVE STUDENT:

1. Please enter your name on the space provided below.
2. Give this blank form to your recommenders to fill up, put into an envelope and seal the envelope.
3. Collect the sealed envelope and then submit it to IPMI together with your application.

Name of Applicant

.....

Name of Recommender

.....

Position or title

School or firm

Business Address

.....
(Street) (City) (State/Country) (Postal Code)

Home Address

.....
(Street) (City) (State/Country) (Postal Code)

Telephone Numbers

.....

Preferred address or phone number for correspondence with IPMI

☐

Office

☐

Home

NOTE TO RECOMMENDER:

1. Please provide the information requested on this form
2. Your comments will be held in complete confidence and will not be shown to the applicant
3. Please seal and sign across the back flap of the envelope: the recommendation will be submitted to us unopened by the candidate with his/her application.

1. Are you related to the applicant?

☐

Yes

No

☐

2. How long have you known the applicant and in what connection?

.....

3. What do you consider the applicant's talents or strengths?

.....

4. Do you know of any personal circumstances or conditions, which might affect the applicant's performance at the Institute?

If so explain.

.....

- 5 Please give us your appraisal of the applicant in terms of the qualities listed below. Rate the applicant in comparison with others applying for graduate school whom you have known or with young women and men in your own organization who are on a fast management track by ticking appropriate boxes.

	Below Average Lower 50%	Average 50-75%	Above Average 76-90%	Outstanding 91-95%	Truly Exceptional 96-100%
Integrity					
Intellectual Ability					
Imagination & creativity					
Motivation					
Maturity					
Administrative Ability					
Ability to work With others					

6. The Institute's faculty places heavy emphasis on the frequency and the quality of the contribution each student provides to classroom discussions. In the context of participating in a classroom discussion would you please rank the candidate on the following qualities by ticking the appropriate boxes.

	Below Average Lower 50%	Average 50-75%	Above Average 76-90%	Outstanding 91-95%	Truly Exceptional 96-100%
Self Confidence					
Ability in Oral Expression					

7. Please feel free to comment on the ratings that you have assigned in 5 and 6 and make additional statements about the applicant's record, potential, or qualities, which you believe would be helpful to the Admissions Board in considering this person's application for the Graduate Program in Business Administration.

Recommender's Signature :