

CONFIDENTIAL RECOMMENDATION FORM - Graduate Programs

Applicant *Please complete this section.*

Name _____
Last First Middle Initial

Current Address _____
Street

City State Zip Code Country

Please read the statement below, check off the appropriate box, and sign where indicated.

In order to allow the recommender to provide a clear objective and candid impression, you are encouraged to sign the following statement. Rest assured that the signing of this statement is purely optional and that refusal to sign the statement cannot and will not be used negatively in the admissions process.

I hereby waive my right of access under the Family Educational Rights and Privacy Act of 1974, to this letter of recommendation.

Applicant's Signature _____ Date _____

Evaluator

The person named above is applying for admission to RBS. We are interested in your assessment of this applicant. Please complete both sides of this form. If you need more space, please use your own letterhead or stationery. You may return this form, along with any attachments, to the applicant in a sealed envelope with your signature across the seal. The applicant will submit the sealed envelope as part of the admissions application. Or you may mail the recommendation directly to our office address, on page 2 of this form.

Thank you for your assistance.

1. How long and under what circumstances have you known the applicant?

2. Please discuss the applicant's strengths.

3. In which areas could the applicant exhibit growth or improvement?

4. How would you describe the applicant's interpersonal skills?

5. Based on your experience, please evaluate the applicant in each of the areas below:

	Exceptional	Excellent	Very Good	Good	Below Average	Unable to Judge
Leadership skills						
Attention to details						
Organizational skills						
Technical skills						
Ability to work in groups						
Performance under stress						
Competence in area of responsibility						
Ability to accept constructive criticism						

Evaluator's Signature _____ Date _____

Evaluator's Name _____
(Please print or type.)

Position or Title _____

Company _____

Address _____

Telephone Number _____

Graduate Admissions Office • Rutgers Business School, Rutgers the State University of New Jersey
1 Washington Park • Room 124 • Newark • New Jersey 07102-1813