

RECOMMENDATION FORM (or use your own)

APPLICANT

Family Name:

First Name:

E-mail:

MSc

.....

The candidate whose name is above asked you to write down a recommendation form to support his/her application to the SKEMA Business School. Thank you for taking the time to complete this recommendation personally and candidly.

SKEMA Business School maintains and develops its worldwide reputation by a rigorous selection process, ensuring academic, personal and professional excellence. The admission decision is based on intellectual, professional and leadership talents as revealed through an in-depth evaluation of each candidate's application. Your recommendation is crucial to the admissions decision: it provides an invaluable assessment of the skills and senior-level management potential that you have had an opportunity to observe.

Thank you once again for your assistance in providing this evaluation.

On a separate sheet of paper, please type your responses to the following questions concerning the candidate:

1. How long and under what circumstances have you known the applicant?
2. Please describe a specific situation or project in which you have been able to observe the candidate.
3. What do you consider to be his/her major strengths?
4. What do you consider to be his/her major weaknesses?
5. What has been his or her greatest accomplishment within the organization?

Please evaluate the candidate on the following criteria:

	EXCELLENT	VERY GOOD	AVERAGE	BELOW AVERAGE
Analytical Skills				
Independence/taking initiatives				
Maturity				
Oral communication skills				
Interpersonal skills				
Teamwork abilities				
Professionalism				
Organizational abilities				
Creativity				
Self-confidence				
Energy/perseverance				
Vision/global business perspective				
Ability to adapt to new situations				

How do you rate the candidate's potential to assume a senior management position in an international environment?

- Excellent
 Very good
 Average
 Below average

Recommender's name: Position / Title:
 Company: Subsidiary of:
 Phone: Fax: Email:
 Signature: Date:

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SKEMA Business School reserves the right to verify all information and material submitted in application to the MSc Program. Your recommendation is confidential and will not be released to parties unrelated to the admissions process.