

Applicant (please print or type) _____

As an applicant for the Master of Business Administration degree at the University of Indianapolis, I waive the right to read this letter of recommendation granted to me under the Family Educational and Privacy Act of 1974.

Signature of Applicant _____

Instructions for Recommender: Please answer the following questions and make a candid statement that will provide insight into the applicant's academic abilities and potential for leadership, especially as these qualities apply to decision-making within the framework of a management career.

In what capacity have you known the applicant? _____

What are the applicant's outstanding strengths? _____

Does the applicant have any basic weaknesses? _____

In comparison with persons of similar work experience or academic background, how does this applicant compare in the qualities listed below?
Check each item in one column only.

	Outstanding	Above Average	Average	Below Average	No Data Available
Computer Skills					
Sense of Responsibility & Ethics					
Verbal Communication Skills					
Written Communication Skills					

	Outstanding	Above Average	Average	Below Average	No Data Available
Decision-Making Ability					
Quantitative Skills					
Leadership Ability					
Academic Ability					

Please comment below if the applicant has any additional abilities that should be taken into consideration when a career in management and potential for graduate study are considered. Use the back for additional space.

I highly recommend recommend do not recommend
that this applicant be admitted to the MBA program at the University of Indianapolis.

I understand the applicant may see this recommendation if the above waiver statement is not signed.

Date _____ Name (printed) _____ Position _____

Organization _____ Signature _____

Please mail this form directly to:

Graduate Business Programs / 033 Esch Hall / University of Indianapolis / 1400 East Hanna Avenue / Indianapolis, Indiana 46227-3697 / <http://mba.uindy.edu>

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