

Hochschule Pforzheim - Pforzheim University

Recommendation Form for admission to the Master of Business Administration (MBA) in International Management

www.hs-pforzheim.de/mba

Submit to: Pforzheim University, MBA in International Management, Tiefenbronnerstr. 65, 75175 Pforzheim, Germany

Part I. - To be completed by the applicant

Recommendations must come from academic and/or professional references and must be received by the application deadline.

Applicant's Name _____
Last First Middle

Phone / E-Mail _____

I waive do not waive

my right to have access to this completed Recommendation Form and any attachments.

Part II. - To be completed by the recommender

Feel free to supplement this form with additional information that you think is important. Please note that if the applicant has waived his/her right to review this document (in Part I of this form), the recommendation is confidential; otherwise, the applicant may have access to it once enrolled in our program. Please enclose this form in the envelope addressed to the applicant, seal the envelope and write your signature across the seal on the envelope flap.

1. Please assess the applicant in the following areas and indicate the reference group you have in mind (e.g. Graduates, Students): _____

	outstanding	excellent	very good	good	average	below average	no opportunity to observe
Intellectual Skills							
Analytical Skills							
Judgement and maturity							
Ability to work with others							
Creativity / innovative nature							
Oral communication skills							
Written communication skills							
Willingness to work hard							
Leadership Potential							

2. How long and in what capacity resp. under what circumstances have you known the applicant?

3. What are the applicant's strengths?

4. Would you be willing to work with the applicant or choose the applicant to work on a project for which you were personally responsible?

5. In the space below, please provide any additional comments about the applicant's potentials.

6. I highly recommend recommend with some reservations
 recommend do not recommend

that this applicant will be admitted to the MBA Program of Pforzheim University

Recommender's Name _____

Position/Title _____

Company/Organization _____

Contact Address _____

Phone _____

E-Mail _____

You may may not contact me regarding this applicant.

Date & Signature of Recommender _____