

Faculty Recommendation for Business Major Applicants

NOTE TO RECOMMENDER: You may mail this form to Ely Center 201, fax it to 202-651-5516, or give it to the student in a signed, sealed envelope to submit with their application package.

Part A (to be completed by applicant)

Applicant's name _____
 Address _____
 Email _____

Applicant's waiver of confidential recommendations:
 I hereby waive my right to review this reference.

Applicant's signature _____

Part B (to be completed by recommender)

We would appreciate your assessment of the applicant's academic work, motivation, intellectual abilities, and suitability for the business professions.

How long and in what capacity have you known the applicant? _____

Summary Evaluation: Your opinion of applicant's promise as a business major, in comparison with others students.

RATING	BELOW AVERAGE (LOWEST 40%)	AVERAGE (MIDDLE 20%)	GOOD (NEXT 25%)	EXCELLENT (NEXT 10%)	OUTSTANDING (TOP 5%)
Academic ability					
Personal integrity					
Dependability					

RATING (CONTINUED)	BELOW AVERAGE (LOWEST 40%)	AVERAGE (MIDDLE 20%)	GOOD (NEXT 25%)	EXCELLENT (NEXT 10%)	OUTSTANDING (TOP 5%)
Interpersonal skills					
Maturity					
Communication skills: signed					
Communication skills: written					
Problem analysis and solution					
Initiative and creativity					
Self-discipline					
Potential for a business career					
Leadership					
Critical thinking					

Please indicate the strength of your overall endorsement by placing an "X" along the scale below:

Do not recommend	Recommend with reservation	Recommend	Highly recommend

If you have additional comments that would be helpful in considering this student's application to study in a major field in the Department of Business, please write on a separate page and enclose with this form.

Your Name _____

Title/Position _____

Address _____

Telephone _____ Email _____