**Yonsei Global MBA - Letter of Recommendation**

***To the Applicant who is applying for YONSEI GLOBAL MBA*** (Please type or print)

|  |  |
| --- | --- |
| **Applicant’s Name** |  |
| **Applicant’s Date of Birth** |  |

***To the Recommender***

Thank you for agreeing to write on behalf of this candidate who is applying for admission into the Yonsei Global MBA program. We have found that the most useful recommendations provide detailed information, descriptions, and specific anecdotes of the candidate’s intellectual abilities and personal qualities as they relate to his/her potential for success in the program. Please address the questions listed on Page 2 in your letter of recommendation and attach it to the completed form. Please place your letter of recommendation in a sealed envelope and sign it across the seal. Return the document directly to the applicant and please retain a copy for your records. The applicant will submit the unopened envelope to us as part of the application package. We thank you for participating in this process and look forward to hearing from you.

***Recommender***

|  |  |
| --- | --- |
| **Name** |  |
| **Position/Title/Organization** |  |
| **Address** |  |
| You may contact me at □ home □ work regarding this applicant  Phone: Email: | |
| How long have you known this applicant and under what circumstances?  Years: Months:  Under what circumstances: | |
| I □ strongly recommend that this applicant be admitted to the Yonsei Global MBA program.  □ recommend  □ recommend with some reservations  □ do not recommend  ***(Your signature is required***) Signature: Date: | |

***The following checklist provides a convenient method to summarize the applicant’s level of skill/expertise/ability in a number of areas that are of importance to us in the admission process. Please indicate the peer group to which you are comparing the applicant.***

Peer Group: \_\_\_\_\_\_\_\_ Number of Peers for Comparison: \_\_\_\_\_\_

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Skill Area** | **Unable to**  **Evaluate** | **Below**  **Average** | **Average** | **Good** | **Very**  **Good** | **Out-standing** | **Truly**  **Exceptional** |
| **Motivation** |  |  |  |  |  |  |  |
| **Creativity** |  |  |  |  |  |  |  |
| **Intellectual Curiosity** |  |  |  |  |  |  |  |
| **Maturity** |  |  |  |  |  |  |  |
| **Leadership Potential** |  |  |  |  |  |  |  |
| **Interpersonal Skills** |  |  |  |  |  |  |  |
| **Analytical Ability** |  |  |  |  |  |  |  |
| **Verbal Communication** |  |  |  |  |  |  |  |
| **Written Communication** |  |  |  |  |  |  |  |
| **Overall Rating** |  |  |  |  |  |  |  |

***Please address these questions in your letter of recommendation and attach the letter to this form.***

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| --- |
| 1. What are the applicant’s principle strengths, and how does he/she compare with other individuals at his/her professional level?  2. What are the areas in which the applicant can most improve?  3. Please comment on the applicant’s professional skills, analytical ability, problem-solving ability, organizational skills, creativity, etc.  4. Please describe the applicant’s leadership and interpersonal skills.  5. Please provide any other information that you feel is relevant to this process (*e.g*., personal integrity, level of maturity, unusual accomplishments in the work place, etc.) |