



**MBA/MS Program Recommendation Form**

**Section 1: Applicant Information**

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

UNT Student ID#: \_\_\_\_\_ Email: \_\_\_\_\_

Master Program seeking admission: Major \_\_\_\_\_  MS  MBA

Term/Year of Entry:  Fall  Spring  Summer \_\_\_\_\_ (year)

**Optional Waiver of Rights:** Under the provision of the Family Education Rights and Privacy Act of 1974, students are given the right to inspect their records, including letters of recommendation. In order to encourage candor on the part of the individual completing this form, the student may choose to waive the right of access to this recommendation form. If you wish to waive the right to examine this recommendation form, and any attached letter submitted with it, please sign below. If left unsigned, you will have access to the form upon acceptance to the UNT College of Business.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Section 2: Recommender Information**

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Current Organization: \_\_\_\_\_ Current Position/Title \_\_\_\_\_

Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Context of Relationship: \_\_\_\_\_

How long have you known the applicant? \_\_\_\_\_

### Section 3: Recommendation

In this section, you will find 9 competencies. Please rate the applicant for each competency that corresponds to the behavior that you have seen the applicant most consistently exhibit.

	<b>Superior/ Excellent 100-90%</b>	<b>Good 80-89%</b>	<b>Average 60-79%</b>	<b>Poor 0-59%</b>	<b>Unable to Judge</b>
Intellectual Ability					
Analytical Ability					
Creativity & Imagination					
Initiative					
Written Communication					
Oral Communication					
Professional Impression & Poise					
Leadership Potential					
Collaboration with others					

Is there anything about your ratings on which you would like to comment?

- Overall, I...
- Do not recommend this applicant
  - Recommend this applicant, with reservations
  - Recommend this applicant
  - Enthusiastically recommend this applicant

Recommender Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please email or mail this completed form to:**

**Email:** [mbacob@unt.edu](mailto:mbacob@unt.edu)

**Mailing Address:**

G. Brint Ryan College of Business  
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1155 Union Circle #311160  
Denton, Texas 76203-5017