

**Webster University Vienna Recommendation - Graduate**

***To the Webster Applicant:***

***Please type or print*** your personal details in the space provided below. Deliver or mail this form to the person who will write your recommendation.

**Last (Family) Name:** \_\_\_\_\_

**First Name:** \_\_\_\_\_ **Middle Name:** \_\_\_\_\_

**Citizenship:** \_\_\_\_\_

**Date of Birth (in numbers):** \_\_\_ / \_\_\_ / \_\_\_  
  **M    D    Y**

I hereby waive  / do not waive   
my right of access to this recommendation. I authorize my recommender to provide a candid  
evaluation and all relevant information to Webster University.

**Date:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

***To the Recommender:***

*The applicant requests that you return the form directly to Webster University Vienna (address is above) within one month. Please seal the envelope with your signature across the back of the envelope*

The person named above is an applicant to Webster University Vienna. The Admission Officer attaches considerable weight to the statements made by the recommenders the applicant has selected. The Admission Officer is aware of the time necessary to prepare such an assessment and gratefully acknowledges your help. We would be pleased to provide you with additional information about our program if it will assist you in anyway. If you choose not to use this form for a recommendation, please send a recommendation letter on official institution/company letterhead.

**Name of Recommender** \_\_\_\_\_

**Position/Title** \_\_\_\_\_ **School/Firm** \_\_\_\_\_

**Telephone** \_\_\_\_\_ **E-mail** \_\_\_\_\_

May we contact you regarding this applicant?    Yes     No

1. How long have you known the applicant and in what context? Please comment on the frequency of your interaction.
  
2. Is the applicant's scholastic record an accurate index of his/her academic ability?  
 Yes  No  Don't know   
 If it is not, please explain briefly.
  
3. Are you aware of any personal circumstances that might affect his/her academic performance?
  
4. Please describe the applicant's principal strengths?
  
5. Please describe the applicant's principal weaknesses?
  
6. Comment on the applicant's ability to work with others including superiors, peers & subordinates.
  
7. Please compare the applicant on the scale below with others you have known during your professional career. Indicate your assessment with an X in the appropriate box.

	Outstanding top 5%	Above average top 50%	Average	Below average bottom 50%	Unable to judge
Intellectual ability					
Analytical ability					
Academic ability					
Leadership potential					
Maturity					
Persistence and drive					
Class interaction					
Overall rating of the candidate					

8. How would you describe the applicant's class attendance?

9. Please feel free to comment on the ratings above and/or make additional statements concerning the candidate's integrity, academic potential and other personal qualities on an additional sheet.

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