

Confidential Recommendation

The information you provide is essential to the evaluation of the candidate for admission into the MBA program.

_____ (Name of applicant) has nominated me to act as a professional referee for them in their application for admission to the **MBA** program, in the Graduate School of Business.

Name of referee: _____

Position: _____

Company/Organisation: _____

Contact Details: (W) _____ (Fax) _____

Email: _____ Mobile _____

How long, how well, and in what capacity have you known the applicant?

In what ways might the applicant benefit from this course of study?

Taking an overall view, what do you consider to be his/her outstanding talents?

Taking an overall view, what do you consider to be his/her weaknesses?

How would you rate the applicant on the following qualities?

	Very Good (top 15%)	Good (next 20%)	Average (middle third)	Poor (bottom third)	Do not know
Intellectual capacity					
Written expression					
Oral expression					
Organising ability					
Leadership					
Motivation to succeed					
Maturity					
Initiative					
Relations to others					
Management potential					

Are there any comments you wish to add in support of this application for admission?

Thank you for supplying this information. Within the limits permitted by legislation it will be confidential to the Admissions Committee of the Graduate School of Business.

Completed referee forms may be returned via the applicant or may be submitted by the referee directly to QUT, at the following address:

IN CONFIDENCE
Program Manager
QUT Graduate School of Business
GPO Box 2434
Brisbane Qld 4001

Email: mbaadmissions@qut.edu.au Facsimile: (07) 3138 5054