



EXECUTIVE MBA RECOMMENDATION FORM AND NOMINATION LETTER

The applicant's direct supervisor must complete both the Executive MBA recommendation form and write the nomination letter. The nomination letter should discuss how long and in what capacity the recommender has known the applicant, as well as the applicant's strengths, weaknesses, personal character, and potential for success in the Executive MBA Program. Upon completion, the recommendation form and nomination letter should be sealed in an envelope with the signature of the recommender across the seal. The envelope can then be given back to the applicant or mailed directly to the Executive Education Office at the University of Utah, 1645 E. Campus Center Drive, CRCC 125, Salt Lake City, Utah 84112.

| |
|---|
| <p>COMPLETED BY THE APPLICANT</p> <p>Name _____</p> <p>Address _____</p> <p>City/State/Zip _____</p> |
|---|

Name _____

Title _____

Employer _____

Business Address _____

City/State/Zip _____ Phone _____

| CANDIDATE RATING | Lowest | | | | | Highest |
|-----------------------------|---------------|---|---|---|---|----------------|
| Leadership Ability | 1 | 2 | 3 | 4 | 5 | 5 |
| Ability to work with others | 1 | 2 | 3 | 4 | 5 | 5 |
| Judgement and maturity | 1 | 2 | 3 | 4 | 5 | 5 |
| Enthusiasm | 1 | 2 | 3 | 4 | 5 | 5 |
| Communication skills | | | | | | |
| Written | 1 | 2 | 3 | 4 | 5 | 5 |
| Oral | 1 | 2 | 3 | 4 | 5 | 5 |
| Responsibility | 1 | 2 | 3 | 4 | 5 | 5 |
| Motivation | 1 | 2 | 3 | 4 | 5 | 5 |
| Management skills | 1 | 2 | 3 | 4 | 5 | 5 |
| Overall recommendation | 1 | 2 | 3 | 4 | 5 | 5 |

How long and in what capacity have you know the applicant _____

Supervisor's Signature _____ Date _____