University of Co-operative and Management, Sagaing

MPA Programme

Letter of Recommendation (Academic)

Name of Applicant: _____

To the person evaluating the applicant:

The person whose name appears is applying for admission to the MPA programme at the University of Co-operative and Management, Sagaing. In considering applicant to MPA programme, particular emphasis is placed on comments from people the applicant has chosen as referees. Your prompt submission to this form will be most helpful as the applicant cannot be considered without your comments. The admission office realizes that considerable time and effort is involved in preparing the evaluation. Your assistance in giving this appraisal is greatly appreciated.

Name of person completing this form_____

Position / Title   :   _____

Organization   :   _____

Address   :   _____

How long have you known the applicant?   _____ Years _____ months

You have known the applicant as a/ an:

- □ undergraduate
- □ research assistant
- □ employee

- □ graduate
- □ teaching assistant
- □ in other capacities (please specify)
  _____

You have served as the applicant's:

- □ division / dept. / school head
- □ teacher in several classes
- □ teacher in only one class
- □ research supervisor

- □ employer
- □ immediate supervisor in firm
- □ other capacities (please specify)
  _____

How often have you observed him / her at work?

How often have you observed him / her at school?

How often have you observed him / her socially?

Do you expect that this candidate will contribute in a meaningful way after completion of the study? Explain how and why?

Do you feel graduate study is appropriate for the applicant at this time? Why?

In comparison with other graduate school candidates that you have known, how would you rate the applicant with respect to the following qualities?

	Poor Bottom $\frac{1}{3}$	Average Middle $\frac{1}{3}$	Good Top $\frac{1}{3}$	Outstanding to 5%	Inadequate Opportunity to observe
Intellectual ability					
Maturity					
English comprehension					
Undergraduate performance					
Academic promise					

You, thus □ strongly recommend

□ recommend

□ recommend with some reservation

□ do not recommend

_____
   Signature   * Please stamp your seal here.

Date_____