

# Recommendation Form

Please type or print

## Note to recommender:

Confidential

CEIBS EMBA programme is designed to educate responsible leaders versed in 'China Depth, Global Breadth', who are seeking to gain insights into the political, economic, technological, and cultural factors shaping the business environment in China and beyond. With world-class faculty synthesizing Eastern and Western perspectives, CEIBS is where local knowledge can be acquired with global dimensions. Its current participants have an average work experience of 16 years and management experience of 11 years, 90% of them holding top and senior management positions.

Your recommendation will add to a balanced view of the applicant. The below format is recommended. When completed, please enclose a name card, sign your name across the seal on the envelope flap, and return it to the applicant. It is the applicant's responsibility to enclose it in the completed application package and send it to us. The recommendation letter should be opened by the EMBA office. An unsealed or opened letter will be deemed invalid. The information you provide will be strictly confidential, and you have no obligation to (nor shall we) release the information to the applicant. We greatly appreciate your time and effort in completing this form.

Applicant Name (Mr. / Ms.)

Length of time you have known the applicant

First name

Middle name

Last name

What is your relation to the applicant and what are your recommendations based on?

## Recommender's information:

Are you a student/alumnus of CEIBS or CEMI?

 No Yes (Class)

Name (Print)

(Mr./ Ms./ Dr.)

Tel

Company

Position

Address

Zip Code

Signature

Date

(Please attach a name card)

**If you are the applicant's supervisor, please start from question 1; otherwise, please go directly to question 3.** Please provide concrete examples to support your points. If you need to use additional sheets, please attach them to this form.

1. Position of the applicant

Level in company

Number of persons supervised

Please describe the applicant's current job responsibilities:

2. What are your company's plans for the applicant after his/her completion of the EMBA programme?

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3. Please list the most outstanding talents or characteristics of the applicant:

4. In which areas can the applicant improve?

5. If this applicant is admitted, which specific contributions will he/she bring to the EMBA class?

## Please give your appraisal of the applicant in regards to the following:

	Excellent	Good	Average	Poor	Unable to judge
Leadership					
Strategic Insights					
Creativity					
Judgement					
Maturity					
Interpersonal Skills					
Motivation					

For the above appraisal, please describe the reference group, ie indicate which group of senior managers that this appraisal is measured against:

## If you require further information, please contact:

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