

Full-time MBA Programme



Reference Form *(Please answer all the questions)*

To the Referee:

- The person whose name appears below has applied to the full-time MBA (Master of Business Administration) Programme at London Business School, and has nominated you as their referee. We would be very grateful for your comments on their suitability for the programme.
- London Business School was established in 1965 to provide a centre of excellence for management education. It is now a world leader in helping individuals and organisations enhance their managerial effectiveness. The School sees its role as preparing managers who are fully capable of dealing with cultural and linguistic differences.
- The MBA Programme attracts high calibre international participants and is designed to broaden perspectives, heighten career potential and equip participants with the general management and specialist skills required for senior management and leadership positions. Participants are deliberately selected from a wide range of academic, cultural and professional backgrounds and management interests. A university degree or equivalent professional qualification and the Graduate Management Admissions Test (GMAT) score are required for admission. Additionally, all participants must have full-time postgraduate work experience. The Programme relies heavily on the active participation of all members and involves substantial interaction between participants and Faculty. A considerable amount of work is done in small groups, and personal qualities are therefore as important as academic ability and previous work experience and expertise.
- **Any information you supply will remain confidential to the MBA Admissions Committee. We may contact you if we require further information on the applicant.**

Applicant Details *(To be completed by the applicant)*

Family name	First name	
Known name	Initials	
Birth date <small>DD / MM / YY</small>	Country of Birth	Gender

Referee's Details *(To be completed by the referee)*

Family name	First name	
Job Title/Position Held	Organisation	
Street		
City	Country	Postal/Zip Code
Tel <small>Country Code / Area Code / Number</small>	Fax <small>Country Code / Area Code / Number</small>	Email

How long have you known the applicant and in what connection?

What do you consider to be the applicant's major talents and strengths?

What do you consider to be the applicant's major weaknesses or areas of improvement?

In what developmental areas has the applicant changed most over time?

What will this individual be doing in 10 years? Why?

Please rate the applicant on the qualities listed below. The applicant should be rated by marking the scale in the appropriate place (1 = low, 5 = high and 0 = no opportunity to observe). Please compare the applicant with other members of his or her peer group (this typically would mean a graduate with at least three years work experience).

	Low		Average		High	Not Observed
Intellectual or Academic Ability	1	2	3	4	5	0
Quantitative Skills	1	2	3	4	5	0
Ability to Take Decisions	1	2	3	4	5	0
Problem Solving Skills	1	2	3	4	5	0
Organisational Skills	1	2	3	4	5	0
Leadership Skills	1	2	3	4	5	0
Team Skills	1	2	3	4	5	0
Impact/Charisma/Confidence	1	2	3	4	5	0
Maturity	1	2	3	4	5	0
Oral English Communication Skills	1	2	3	4	5	0
Written English Communication Skills	1	2	3	4	5	0

Please indicate your overall recommendation on a five point score from Not Recommended (1) to Highly Recommended (5)

1 2 3 4 5

Please elaborate either below or in a separate letter on the ratings you have assigned above and comment on how the applicant will contribute to the Programme. Please also make any additional comments concerning this applicant which you believe would be helpful to the Admissions Committee.

Signature

Date

Name

Thank you for supplying this information. Please return the completed reference to the applicant, sealed and signed across the envelope seal.