

武汉大学 MBA 入学申请推荐信（保密）

Reference Form for Admission to the MBA Program of WHU (Confidential)

推荐人须知：

武汉大学是国务院学位办和原国家教委于1993年批准（第二批）试点招收工商管理硕士（MBA）学生的学校，并于2011年3月正式通过AMBA国际认证。为培养专业化、国际化高层次的职业经理人，武汉大学经济与管理学院近年来改革了入学程序，在全国联考基础上，强化面试考核，更注重考生的阅历和潜在素质。武汉大学的 MBA 项目旨在造就工商业青年精英、未来领袖。我们要求申请人具有较丰富的工作经验，即至入学时大专毕业满五年或本科毕业满三年或研究生毕业满两年。推荐人的意见和权威性也将是我们选择学员的重要参考。

请您亲笔填写完后放入信封，并尽可能附上您的名片，推荐信不可由他人代书。为尽可能保证推荐信的真实性与客观性，信封必须密封且封口处应由推荐人亲笔签名。请将密封的推荐信交还给被推荐人，由被推荐人将推荐信与其他申请材料一同交至武汉大学经济与管理学院MBA办公室。

推荐信可以使用中文、英语中的任一种语言填写。

对于推荐信的内容及您的个人信息我们将严格保密。诚挚感谢您填写此推荐信！

To the Referee from Candidate's Company:

The Master of Business Administration (MBA) program in the Economics & Management School of Wuhan University (WHU) came into being in 1993, which seeks excellent participants from diverse academic and professional backgrounds, and has been officially accredited by Association of MBAs since March, 2011.

Our purpose is to cultivate professional managers with international economic visions and modern theory and technique of management. Thus, applicants' personal qualities are as important as academic ability and working experience. This reference letter is an important component of our admission process.

Either Chinese or English is acceptable when you fill in this reference letter.

Please fill in the form yourself and enclose this form with your name-card into an envelope, seal it and sign across the seal on the envelope flap. We are grateful for your assistance. You can attach additional sheets of paper if necessary. We appreciate your assistance in helping to evaluate the candidate and any information you provide will remain confidential.

被推荐人（申请者）姓名

Applicant's Name

您与被推荐人认识于 年 月，至今年 年 You've known applicant since , for
years up till now.

1. 您是如何认识被推荐人的？您对他 / 她的了解程度如何？ How have you known the applicant and in
what capacity?

2. 与近年来您所了解的与申请人处于同一职位或相近年龄的人相比，您如何评价申请人？ Comparing with the people you know with
same age or at similar level as the
applicant, how would you rate the
applicant?

3. 请以下列几个标准对申请者做出评估 Please evaluate the applicant according to
the following criteria

	优 秀 Excellent	良好 Good	一 般 Average	较差 Poor	不作评论 No Comment
才 智 Intellectual Capacity					
分析能力 Analytical Skill					
表达能力 Capacity to present ideas or facts					
组 织 领 导 力					

Organization skills					
团队合作力 Capacity to work in a group					
主观能动性 Aptitude to show initiative					
责任感 Capacity to assume responsibilities					
成熟度 Maturity					
道德素养 Personal Integrity					

4. 请您对被推荐人的性格及品质作一评价。

Please comment on the applicant's personality and integrity.

- ☐ 优秀（位于 前10%）
☐ 中等（位于前60%）
☐ 很好（位于前20%）
☐ 较差（位于后40%）
☐ 好（位于前40%）
☐ 无法评价

- ☐ Excellent (Top 10%)
☐ Average (Top 60%)
☐ Very Good (Top 20%)
☐ Poor (Bottom 40%)
☐ Good (Top 40%)
☐ Unable to Judge

5. 您认为被推荐人是否有能力完成 MBA 课程并取得相应的学位和学历？同时请指出申请人在哪些方面还可以进一步提高？

Please comment on the applicant's intellectual and other abilities to complete MBA study for due diploma and degree. Please also indicate in what aspects the applicant is capable to improve?

请给出您对被推荐人的总体评价:

- ☐ 极力推荐
☐ 推荐
☐ 保留的推荐

Do you recommend the applicant for admission to MBA of WHU?

- ☐ Strongly recommend
☐ Recommend
☐ Recommend with reservation

签名

日期

signature:

date:

请将您的名片附于推荐信中, 若不方便提供名片, 以下关于您的个人资料请尽可能详细填写。我们承诺, 对于您的个人信息我们将严格保密, 仅作确认用(必要时我们可能会与您联络)。

Please enclose your name-card with the reference letter, or fill in the following information in details. We will make sure to keep your information confidential, and if necessary, we will contact you for double check.

推荐人单位名称

Referee's Company

推荐人职务

Referee's Title:

推荐人单位地址及邮编

Referee's Company Address:

推荐人电话(请尽量填写工作电话)

Referee's Working TEL:

推荐人电邮

Referee's E-Mail: