TO THE APPLICANT:

* Complete the above information.
* Address the Recommendation Form return envelope to yourself.
* If necessary, put postage on the Recommendation Form return envelope.
* Give this form and the return envelope to the recommender, specifying that the form must be enclosed in the envelope provided with the recommender's signature across the seal.
* Do not open the envelope when it is returned to you by the recommender.

In order to allow the recommender to provide an objective and candid impression, you are encouraged to sign the following statement. Please be assured that the signing of this statement is optional. Under law, refusal to sign the statement cannot be used negatively in the admissions process.

I hereby waive my right of access, under the Family Educational Rights and Privacy Act of 1974, to this letter of recommendation.

Signature: __________________________ Date: __________________________

TO THE RECOMMENDER:

Thank you for providing a recommendation for the person named above. We find that candid comments from those who can evaluate the applicant's performance and motivation through direct experience are extremely valuable, and we appreciate the time you are taking to provide this information. If the applicant has signed above, thus waiving right of access, this recommendation will be seen only by the Admissions Committee. If you have any questions about the recommendation or the application process, please feel free to contact us at the address listed above.

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1. How long have you known the applicant and in what capacity?

2. What do you consider the applicant’s outstanding talents?

3. In which areas could the applicant exhibit growth or improvement?

4. What impact has the applicant had on the organization in which he/she works?

5. What is your impression of the applicant’s capacity for graduate business education and his/her potential for a successful career in management?

Please use this scale to rate the applicant in relation to his or her peers.

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Name

Position/Title

Organization

E-mail Address

Signature of Evaluator

Alumna/Alumnus of the Stern School?  ☐ Yes  ☐ No  Year _____ Degree ______

New York University is an affirmative action/equal opportunity institution.
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<td>Teamwork</td>
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