



SLIIT

Discover Your Future

SLIIT BUSINESS SCHOOL

**SRI LANKA INSTITUTE OF INFORMATION
TECHNOLOGY**

BoC Merchant Tower, No.28, St. Michael's
Road, Colombo 03.

Tel: + 94 11 230 1904 Fax: + 94 11 230 1906

E-mail: mscinfo@sliit.lk

CONFIDENTIAL

LETTER OF RECOMMENDATION FOR MBA 2018/2019

Note to Candidates: Please enter your name and the name of programme you wish to follow (1 and 2) and forward this form to your referee requesting that it be completed (from 3 onwards) and returned to you in a sealed envelope.

1. Full name of applicant

2. Program you wish to follow

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

4. Please evaluate the applicant according to the following criteria by checking the appropriate boxes

Superior (Top 5%)	Excellent (Top 15%)	Good (Top Third)	Average (Middle Third)	Weak (Low Third)	Inadequate Opportunity To Observe
-------------------------	------------------------	------------------------	------------------------------	------------------------	-----------------------------------------

Intellectual Capacity	<input type="checkbox"/>					
Breadth of Knowledge	<input type="checkbox"/>					
Originality of work	<input type="checkbox"/>					
Interpersonal Skills	<input type="checkbox"/>					
Ability to work in Groups	<input type="checkbox"/>					

	Superior (Top 5%)	Excellent (Top 15%)	Good (Top Third)	Average (Middle Third)	Weak (Low Third)	Inadequate Opportunity To Observe
Leadership Potential	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Managerial Ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Motivation & Initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maturity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oral Communication Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Written Communication Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Quantitative Ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Over-All Potential for Postgraduate Studies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5. Any other skills/ talents/ strengths that you wish to comment on

6. Applicant's weaknesses if any	

7. Recommendation	
<input type="checkbox"/>	I strongly recommend this applicant.
<input type="checkbox"/>	I recommend this applicant.
<input type="checkbox"/>	I recommend this applicant with some reservation.
<input type="checkbox"/>	I do not recommend that this applicant be admitted to your MBA Program. My reservations are:

Name of Referee :

Signature :

Date :

Position :

Official Address :

Contact Telephone Number :

Email :

Thank you for taking the time to tell us about this applicant. Please return this document to the candidate in a signed sealed envelope.