

## Letter of Reference

### I. Applicant Information

Applicant's name:

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### II. Referee Information

Referee's name:

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Position:

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Institution/University:

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Address:

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Phone number:

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### III. Information on relationship between Applicant and Referee

Relationship to applicant

I have been acquainted with this applicant during the period from..... (month, year) to .....and know him/her

very well       well       not well

### III. Applicants Abilities

Among approximately ..... students I have known at the same stage in their field in recent years, I would rank this applicant in the upper

5%       10%       20%       30%.

### Applicants Qualifications

**Analytic abilities**

(Please select)

**Academic/professional skills**

(Please select)

**Motivation**

(Please select)

**Social Skills**

(Please select)

**IV. Letter of Reference**

Please comment in one or two paragraphs on the applicant's academic and general abilities and qualities. The Hertie School welcomes any information that the referee may think would help us gain a comprehensive picture of the applicant and his/her abilities to successfully complete our program.

*Please send this letter as a **.pdf** from your institutional email address or with a university stamp per post to the following address:*

**Hertie School**  
Graduate Admissions  
Friedrichstraße 180  
10117 Berlin, Germany  
[grad-admissions@hertie-school.org](mailto:grad-admissions@hertie-school.org)