



RIGA BUSINESS SCHOOL
Riga Technical University

RECOMMENDATION LETTER

Riga Business School finds this evaluation helpful in choosing from among highly qualified candidates, therefore we want to thank you for your time in advance!

1. APPLICANT:

Name Surname Date of Birth

2. RECOMMENDED BY:

Name Surname Position

[Empty box for recommender details]

Institution Contact information

3. HOW LONG HAVE YOU KNOWN THIS STUDENT AND IN WHAT CONTEXT?

[Empty box for duration and context]

4. WHAT ARE THE FIRST WORDS THAT COME TO YOUR MIND TO DESCRIBE THIS STUDENT?

[Empty box for descriptive words]

5. COMPARED TO OTHER STUDENTS YOU HAVE WORKED WITH, HOW DO YOU RATE THIS STUDENT IN TERMS OF:

	Below average	Average	Good	Very good	Excellent	Outstanding
Academic achievement	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Intellectual promise	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Productive class discussion	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Disciplined work habits	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Leadership	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Creative, original thought	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Initiative	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Self-confidence	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Overall	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

6. EVALUATION:

Please, write whatever you think is important about this student, including a description of academic and personal characteristics, as demonstrated in your classroom (and elsewhere). Recommendation letters often tend to be general, therefore we welcome information that will help us to differentiate this student from others.

[Large empty box for evaluation text]

Date

Signature

Print your name