

Executive MBA Reference Form (to be completed by Referee)

Note to Referee: The person named below is applying to IBD Business School and SWPS University for admission to the Executive MBA programme. The applicant has indicated that you would be willing to provide a reference.

We would, therefore, be most grateful if you could complete the questions outlined below and return the form by mail to:

EMBA Admissions

IBD Business School

63 Wyzwolenia Str.

05-140 Serock

POLAND

Alternatively, email to: emba@ibd.pl

Reference for: _____

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

2. What do you consider to be the major strengths and areas for development of the candidate?

3. How do you rate the candidate on the following criteria? Please rate by checking the appropriate box.

Criteria	Outstanding	Very good	Fair	Unsatisfactory	Unobserved
Analytical skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to take initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Potential for leadership and general management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Competence in his/her field	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Interpersonal skills	<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"/>
Tenacity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teamwork effectiveness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to engage in self-managed learning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to work in multicultural environment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integrity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Full name of referee completing this form:

Job title: Telephone number:

Email address:

Organisation's name and address:

Town / city:

Postcode: Country:

SIGNATURE OF REFEREE:

DATE:

Executive MBA Programme