PROFESSIONAL OR ACADEMIC REFERENCE

Please send all forms and requested items to:
Attn: [Intended graduate program]
c/o Graduate and Adult Admissions Office
1530 Concordia West
Irvine, CA 92612-3203
(949) 854-8002, EXT. 1144
(800) 229-1200, EXT. 1144
FAX: (949) 854-6894
gradadmission@cui.edu

Please type or print legibly.
Note: This is not a confidential document.

Applicant: Please enter your name and the date on the line below and provide this form to two people (not related to you) for professional or academic reference. Request that the form be sent to the address at left.

Applicant’s name _____________________________________________________________ Date: ________________

Last First Middle Initial

Program of Study ___________________________________________ Entry Term

To be completed by evaluator:

________________________________ ________________________________ ___________________________________

Printed name of person completing this form Signature of person completing this form

What is your relationship to the candidate: _________________________________________________________________

How long have you known the candidate: ________________________________________________________________

Contact address: ________________________________________________________________

Contact phone: _________________________________ E-mail: ____________________________

Employer: _________________________________ Title: _________________________________

Rate the candidate in each of the following seven areas by circling the best adjective:

1. Adaptability excellent strong average marginal weak not observed
2. Communication Skills excellent strong average marginal weak not observed
3. Team Orientation excellent strong average marginal weak not observed
4. Dependability excellent strong average marginal weak not observed
5. Initiative excellent strong average marginal weak not observed
6. Leadership excellent strong average marginal weak not observed

—over—
Please provide a narrative appraisal of the candidate’s ability to complete a master’s level program.

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If this person were to apply for a job at your company, would you hire them? Why or why not?

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