

Dual Degree Executive MBA in Asset and Wealth Management

CONFIDENTIAL SPONSOR'S LETTER OF RECOMMENDATION

(Please print or type all sections)

Applicant's Full Name

Title Last name First name Middle name

Note to applicant: Please enter your name above before giving this form to the person who will write your recommendation. Ask your recommender to return this confidential letter of recommendation directly to either Tepper School of Business or the Swiss Finance Institute.

Note to sponsor: The purpose of this Executive MBA program is to provide an opportunity for experienced, fast-rising professionals to strengthen their business knowledge, deepen their management and leadership skills, and broaden their views in an international environment. In selecting participants for this program, the Admissions Committee gives particular attention to the information given by the company sponsor. This sponsorship form should be completed and signed by an executive who personally knows the applicant and is familiar with the company's future plans for him or her. The information you provide will be strictly confidential. We shall not release information contained in this recommendation to the applicant. We greatly appreciate the considerable time and effort involved on your part in completing this form. Thank you.

Waiver Statement/Family Education Rights and Privacy Act of 1974

Under the provision of this Act you have the right, after you are enrolled at Carnegie Mellon University, to review your educational records. The Act further provides that you may waive your right to see recommendations for admission. Please indicate below whether or not you wish to waive this right by checking next to the appropriate phrase and signing your name.

☐ I, the applicant waive ☐ I, the applicant do not waive any rights of access that I may have to this recommendation form.

Level of applicant in Company

Title or position

Number of levels between applicant and senior officer in company

Number of persons supervised by applicant

Please describe the applicant's responsibilities and reporting relationships (attach an organizational chart, if necessary)

Please indicate your objectives in nominating the applicant. In what ways do you expect him or her to change?

What do you consider to be the applicant's talents or strengths?

What do you consider to be the applicant's weaknesses or opportunities for improvement?

Please give us your appraisal of the applicant in terms of the qualities listed below. Rate the applicant in comparison with other persons of his/ her experience level.

	Below average	Average	Above average	Exceptional	Not observed
Business orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Analytical skills	<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"/>
Intellectual curiosity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vision/broad business perspective	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Proven leadership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Taking initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Self-confidence	<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"/>
Perseverance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Energy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Creativity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teamwork	<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"/>
Communication skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
English language skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please comment on the ratings you have assigned above and make any additional statement about the applicant's record, or about potential or personal qualities which you believe would be helpful to the Admissions Committee. If possible, please describe any situations or incidents that would depict the applicant's future potential.

What are your company's plans to the applicant after completion of the program?

Did you discuss with the applicant the reasons you want him or her to participate in the program?

☐

Yes

☐

No

Sponsor's Details and Signature

Please confirm by signing below that you aware of the time requirements of the program and that if the applicant is accepted to the program, he or she will be completely free of official duties during the out-of-the-office modules and will not be asked to absent himself or herself for the duration of the program.

Title Last name First name Middle name

Current job title

Company name

Company address 1 Company address 2

City State or country Zip code

Direct telephone number Main telephone number Business fax number

Business mobile number Business email

Parent company name

Parent company addr 1 Parent company addr 2

City State or country Zip code

Signature Date

Your recommendation is considered part of the applicant's application. Thank you again for your assistance.

Please send this form in a sealed envelope to either:

Director of Admissions
Tepper School of Business
Carnegie Mellon University
5000 Forbes Avenue
Pittsburgh, PA 15213-3890
Phone: +1 412 268 23 04
Email: Exec-Director@andrew.cmu.edu

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c/o University of Geneva
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Email: info@awemba.org