

**Letter of Recommendation for Admission to the Graduate Programme
 Master of Educational Quality
 Institute of Education
 Otto-Friedrich-Universität Bamberg**

Instructions for Applicants

Please complete this section of the form and forward it to your referee for completion.

Recommendation on behalf of

Name of applicant	
Contact information of recommending person	
Name	
Work place / position	
Email	
Phone	

THIS PART TO BE COMPLETED BY THE REFEREE

1) How long and in what capacity have you known the applicant?

2) Please rate this applicant in the areas indicated below

	Very good	Good	Poor	Very poor	Unable to rate
Educational experience					
Academic qualification and ability					
Aptitude to conduct scientific research					
Originality, intellectual creativity					
Time management					
Written expression in English					
Oral expression in English					

3) Do you have any information related to the character and temperament of the applicant or to any impairment that should be considered by an admission committee?

Page two of letter of reference.....(Applicant's name)

3) According to your opinion, why should the applicant be considered for this program?

4) Summary of reference (please check one):

Recommend enthusiastically	Recommend with confidence	Recommend	Recommend with reservation	Not recommended
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Date:

Signature (Stamp)

Please scan this recommendation form and send it to [sba.ma-educationalquality\(at\)uni-bamberg.de](mailto:sba.ma-educationalquality(at)uni-bamberg.de)

For any questions please contact:

IMPEQ Directorate

Institute of

Education

University of

Bamberg

Email: [sba.ma-educationalquality\(at\)uni-bamberg.de](mailto:sba.ma-educationalquality(at)uni-bamberg.de)