

## 推荐信

### LETTER OF RECOMMENDATION

每位考生提交 2 封推荐信，并请提供推荐人的个人信息。

致推荐人 To the recommender

兹有被推荐人报考中国农业大学工商管理硕士（MBA）。衷心感谢您在百忙之中拨冗填写本推荐信。请您完整填写下列内容，如果您有其它补充，请附在表后。请用信封密封并在封口处签名后交还被推荐人，由被推荐人随其他申请材料一并寄给中国农业大学 MBA 教育中心招生办公室。

The candidate is applying for admissions to the Master of Business Administration Program at China Agricultural University. Thank you very much for being the applicant's recommender and taking time to complete the following form. All your comments will be held confidential. If you need to use additional sheets of paper, please staple them to this form. Please enclose this form in a sealed envelope and sign across the seal on the envelop flap addressed to the applicant. The applicant shall send it along with all supporting documents to MBA Education Center, China Agricultural University.

被推荐人姓名 Applicant's Name \_\_\_\_\_

被推荐人职务 Applicant's Position \_\_\_\_\_

您在何种场合认识申请人？认识申请人已有多长时间？ How did you get to know the applicant? How long have you known each other?

请您评价申请人的个人特质。 How would you describe the applicant?

在您看来，该申请人的在投资方面与管理能力方面有哪些需要进一步提高？包括他（她）与上级、同级、下级关系 What does the applicant need to improve in terms of investment management and managing skills including his/her interpersonal skills?

请提供其它您认为能帮助我们评价申请人的信息。

Please provide more information that can help us evaluate applicant.

请就以下各项对申请人进行评估：Please rate the applicant's ability and professional competence on the factors listed below.

※ 能力与特质 Ability & competence	优秀 Excellent	良好 Good	平均 Average	低于平均 Below Average	无法判断 Unable to evaluate	*请评估申请人能力与特质的优先次序 Rank in order of overall performance
信息索取 Information search						
信息分析 Information analysis						
逻辑判断 Ability to think critically						
心理承受 psychological endurance capacity						
职业操守 Integrity						
沟通能力 Communication skills						
创新能力 Creativity						
适应性 Adaptability						
团队合作 Teamwork						
领导能力 Leadership						
进取精神 Passion						

※ 请在相应位置划“√”。 please give check mark “√” for those applied.

\*备注：如果认为申请人的分析能力在以上所列 11 项能力与特质中最为突出，请标“1”，如果认为申请人的领导能力在以上所列 11 项能力与特质中最弱，请标“11”，如此类推。

Notes: Please rank the above types of ability and professional competence from “1” as most significant to “11” as least significant.

推荐人姓名 Name of recommender		职务/职称 Position/Title			
单 位 Employer					
地 址 Mailing address					
邮政编码 Postcode		办公电话 Office Tel.		手 机 M.P.	
邮 箱 Email					
您是否农大校友 Are you CAU Alumni (Yes/No)	是 Yes ( )	本科 Bachelor ( )      硕士 Master ( ) 博士 Doctor ( )      MBA ( )      EMBA ( ) _____级(Date of Entrance to)_____班 Class			
	否 No ( )				

 推荐人签名 **Recommender's Signature**\_\_\_\_\_

 日 期 **Date**\_\_\_\_\_