

# A GUIDE FOR APPRAISERS OF APPLICANTS TO THE BEEDIE SCHOOL OF BUSINESS GRADUATE PROGRAMS AT SIMON FRASER UNIVERSITY (SFU)

Your letter of recommendation is a vital part of assessing an applicant's suitability for their chosen Graduate Program. The Admissions Committee recommends that you base your evaluation of the applicant on their motivation and appropriateness for the program. Please be as specific as possible.

## Recommender Questions:

1. What is your relationship to the candidate? How long have you known the candidate and in what capacity?
2. What are the applicant's strengths? Consider their intellectual capacity, maturity and judgement.
3. At Beedie, we believe in continuous improvement. Thinking about the candidate's skills and knowledge, in your opinion, what are the applicant's top three (3) areas of growth and development?
4. What is the applicant's current place in the organizational hierarchy? Please describe the applicant's leadership style and how well they perform in a team environment?
5. What do you think the applicant will gain from the program?
6. Is there anything else we should know? (Optional)

*Protection of Privacy Collection Notice. The information received from referees is collected under general authority of the University Act (R.S.B.C. 1979, c.419) and is needed to assess qualifications and decide on the applicant's eligibility for admission to the University's chosen Graduate Program. If you have any questions about the collection and use of this information, please write to the address above.*

*The British Columbia Freedom of Information and Protection of Privacy Act allows an applicant to have access to the information contained in his/her letters of reference where that can be done without disclosing the identities of the referees who supply a reference in confidence. It is understood between Simon Fraser University and the referee that your reference is supplied in confidence unless you state otherwise.*