

Reference Report



Master of Accounting (MAc) Program

TO THE APPLICANT

Please write your name and address below and forward this form to the individual you have asked to provide your reference report. Send to the Accounting Department, Neeley School of Business.

Applicant's Name _____

Address _____

OPTIONAL WAIVER OF RIGHTS

Under the Family Educational Rights and Privacy Act of 1974, students have the right to inspect their records, including letters of recommendation. In order to encourage candor on the part of the individual completing this form, the student may choose to waive the right of access of this reference report. If you wish to waive the right to examine this reference report, please sign below. If left unsigned, you will have access to the report upon acceptance to the University.

Applicant's Signature _____

Date _____

TO THE REFERENCE

Thank you for taking time to assist the Admission Committee in candidly evaluating the applicant named above, who is applying for admission to the University. The questions below suggest the kind of information that the committee finds useful. This form is provided for your convenience only. Your comments are welcome in whatever format you think suitable. Since federal legislation grants current and former students access to references such as this, the report can be taken in confidence only if the applicant signs the Optional Waiver of Rights.

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

For each of the qualities listed below, please rate the applicant with regard to his/her potential to successfully complete a Master of Accounting program.

	Exceptional (top 5%)	Excellent (top 20%)	Good (top third)	Average (middle third)	Poor (bottom third)	Unable to assess
Intellectual ability						
Maturity						
Motivation						
Leadership potential						
Interpersonal skills						
Oral communication skills						
Written communication skills						
Creativity and imagination						
Ability to work with others						

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Neeley
SCHOOL OF BUSINESS

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Please comment on any strengths and weaknesses you feel may affect the candidate's performance in graduate studies and in a professional accounting career.

Please make any additional comments you feel might be helpful in assessing the candidacy of the applicant.

Please indicate your overall recommendation for this candidate:

- Strongly recommend. The candidate has the potential of being an outstanding student and future business leader.
- Recommend. The candidate should be admitted and will probably perform at an average or above average level.
- Recommend with reservations. Although the candidate's qualifications are marginal, he/she should be given the opportunity to pursue graduate business study.
- Do not recommend.

Name/Title _____

School or Company _____

Address _____

Phone Number _____

Signature _____ Date _____

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Texas Christian University
Neeley School of Business
ATTN: Accounting Department/MAC
TCU Box 298530
Fort Worth, Texas 76129 Á

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