



INSTITUTE FOR LAW AND FINANCE  
*Goethe-Universität Frankfurt am Main*

## RECOMMENDATION LETTER

### A – APPLICANT INFORMATION

Last name (Family name): \_\_\_\_\_ Date of birth: \_\_\_\_\_

First name and middle names: \_\_\_\_\_

#### INSTRUCTIONS TO THE APPLICANT:

Please complete the Part A and give it to a Professor (*or professional reference*) who is writing the letter of recommendation for you. **You should include an envelope with the form.**

When you receive the sealed envelope with the completed recommendation form, do not open it or break the seal. Simply forward it to us. If the enclosed documents are in a language other than English, a certified translation should be included.

### B – RECOMMENDER INFORMATION

Name: \_\_\_\_\_ Job title: \_\_\_\_\_

Organisation: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Telephone/Mobile: \_\_\_\_\_ Fax: \_\_\_\_\_

Date: \_\_\_\_\_ Signature of Recommender: \_\_\_\_\_

#### INSTRUCTIONS TO THE RECOMMENDER:

The person named above has applied to the LL.M. Finance (*Master of Laws in Finance*) Program at the Institute for Law and Finance (ILF) and has nominated you as their referee. It would help us to assess this candidate's suitability for the Master's Program if you could kindly provide the information requested below.

*Once the form is completed, please*

- Return it to the applicant in a sealed envelope with your signature across the seal; or
- Email us a copy as a PDF file from your work email address. Please do not use a public domain account. If you do not have access to an official university/institution email address, please send us a hard copy to the address listed on page 2 of this form.

The LL.M. Finance Program overcomes the traditional separation of the academic disciplines of law and finance by focusing on aspects of international law and global finance/business and their interplay.

The curriculum enables students to gain both a theoretical understanding as well as a practical insight into the specific requirements of banks and corporations, international law firms and accounting and auditing firms. The program is international in every respect: our curriculum, our faculty and our students.

## C-EVALUATION

Please evaluate the candidate on the following criteria:

CRITERIA	Outstanding (top 5%)	Excellent (top 25%)	Good (top 50%)	Average (bottom 25%)	Below Average (bottom 10%)	No Information
Intellectual Ability	■	■	■	■	■	■
Analytical Skills	■	■	■	■	■	■
Communication Skills	■	■	■	■	■	■
Teamwork	■	■	■	■	■	■
Drive/Determination	■	■	■	■	■	■
Self-discipline	■	■	■	■	■	■
Social Skills	■	■	■	■	■	■
Written Skills	■	■	■	■	■	■

## WRITTEN RECOMMENDATION

What do you consider to be the candidate's principal strenghts and his/her areas of improvement?

---

---

---

---

---

How long have you known the candidate? In what context (*nature and frequency of contact*)?

Your personal recommendation *(Please feel free to continue on another page if necessary)*

This image shows a single sheet of white paper with horizontal blue ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

*This form and its enclosures should be returned to:*

**Institute for Law and Finance**  
im House of Finance der Goethe-Universität  
*Attn: Mrs. **Jennifer Schmid***  
Campus Westend – Theodor-W.-Adorno-Platz 3  
60323 Frankfurt am Main  
Germany



Telephone: +49 (69) 798-33624  
Telefax: +49 (69) 798-339 21  
Email: [llm@ilf.uni-frankfurt.de](mailto:llm@ilf.uni-frankfurt.de)  
[www.ilf-frankfurt.de](http://www.ilf-frankfurt.de)