



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 5 % to 15%)	Good (top 15 % to 35%)	Average (top 35 % to 60%)	Below Average (bottom 40 %)	No Information
Intellectual Ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Analytical Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Communication Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teamwork	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drive/Determination	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Self-discipline	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Social Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Written Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

WRITTEN RECOMMENDATION

What do you consider to be the candidate's principal strengths 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 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
www.ilf-frankfurt.de

