**Form 5: Letter of Recommendation**

|  |  |  |  |
| --- | --- | --- | --- |
| Description: C:\Users\SHIVA\Desktop\1.png | **Pokhara University**Council for Doctoral StudiesPokhara-30, Kaski, Nepal |  |  |
|  | **MPhil/PhD in Management** |
| Two Letters of Recommendation are required. At least one of these Letters of Recommendation should be completed by a university faculty member. Each form must be completed and signed by the referee himself/herself otherwise, the recommendation will not be considered.

|  |
| --- |
| **Form 5: Letter of Recommendation**  |

**Name of the applicant: ………………………………………….**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Proposed Degree:  |  |  |  | PhD MPhil |  Specialization : | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

 |
|  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | Signature of the candidate | Date |
|  |
| **TO THE PERSON EVALUATING THE APPLICANT** |  |
| The person whose name appears above is applying for admission to the doctoral programme of Pokhara University. In processing the application, Pokhara University places great emphasis on comments given by the applicant’s referees. Pokhara University requires your submission of this completed Letter of Recommendation Form as part of our appraisal of the above-named applicant. The University realizes that considerable time and effort are needed to respond to this request. Your assistance is therefore greatly appreciated. |

***This part is to be completed by the person signing this Letter of Recommendation Form***

|  |
| --- |
| Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Position/Designation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Telephone/Mobile: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| How long have you known the applicant? | \_\_\_\_\_\_\_\_\_\_ | years | \_\_\_\_\_\_\_\_\_ | months |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| How have you known the applicant as a/an |  |  |  |  |
|  |  | Undergraduate |  | Graduate student |  | Research assistant |
|  |  | Teaching assistant |  | Employee |  |  |
|  |  | Other capacity (please specify) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

|  |  |  |
| --- | --- | --- |
| How have you known the applicant? (as his/her) |  |  |
|  |  |  Head of division/dept./school |  |  Teacher in several classes |  |  Research supervisor |
|  |  |  Teacher in one class only |  |  Employer |  |  |
|  |  |  Immediate supervisor in firm |  |  Other capacity (please specify) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

|  |
| --- |
| How often have you observed the applicant?  |
|  |  | Daily | Weekly | Monthly | Rarely | Never |
|  | At work |  |  |  |  |  |
|  | At school |  |  |  |  |  |
|  | Socially |  |  |  |  |  |

|  |
| --- |
| Do you believe doctoral study is an appropriate option for the applicant at this time? Please explain. |
|  |
|  |
|  |

|  |
| --- |
| In comparison with other graduate school (Master/MPhil) candidates whom you have known, how would you rate the applicant with respect to the following qualities? |
|  | Outstanding | Good | Average | Poor | Limited opportunity to observe |
| Intellectual ability |  |  |  |  |  |
| Maturity |  |  |  |  |  |
| Undergraduate/Graduate performance |  |  |  |  |  |
| English comprehension  |  |  |  |  |  |
| Academic promise |  |  |  |  |  |

|  |
| --- |
| What is your candid opinion of the applicant’s potential to complete the programme applied for, considering his/her: (a) intellectual capacity, promise of productive scholarship, and ability to carry out research; (b) relative standing among contemporary graduates; (c) ability to pursue higher education for which the medium of instruction is English; and (d) practical experience, if any, in the preferred field of study? |
|  |
|  |
|  |

|  |
| --- |
| Based on the above, do you recommend the applicant for admission to Pokhara University? |
|  | Yes |  | No | If yes, do you recommend the applicant? |
|  |  |  |  | Strongly |  | With some reservation |

|  |  |  |
| --- | --- | --- |
|  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | Signature | Date |

*Thank you for providing this information.*

|  |
| --- |
| Please provide this recommendation letter to the applicant in a sealed envelope addressing:Member SecretaryFaculty Doctoral CouncilFaculty of Management StudiesPokhara University, Pokhara-30, Kaski, NEPAL.Contact: 9846028499, email: phd.management@pu.edu.np |