

**LETTER OF CORPORATE ENDORSEMENT**

**Applicant Name and Optional Waiver**

**Name of Applicant:**

Last \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_

**To Applicant:** Read the following statement and, if you choose, sign where indicated. *"I understand that the completed recommendation will be used only for admission, and I hereby waive my right to access it."*

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

**Recommender Instructions:**

Thank you for providing a letter of corporate endorsement on behalf of the above-named candidate. The admissions procedure for the Executive MBA Program requires that a letter of organizational support be submitted directly to the program by the endorsing official of the applicant. If the applicant has signed the above waiver, the evaluation is confidential; otherwise, the applicant may have access to it once enrolled in the program.

**Please use your own stationery and return both a formal letter of recommendation and this completed and signed Endorsement Statement to the EMBA office via email or mail. Your prompt attention is appreciated.**

The admissions committee would appreciate your true evaluation of the applicant's qualifications for the Executive MBA Program. We would especially appreciate your remarks on the following:

1. Your relationship to the applicant and how long you have known him or her.
2. Your perception of the applicant's history and experience as a leader and potential to advance to higher positions of responsibility and authority.
3. Reasons why the applicant is being endorsed by you to the program.
4. What benefits the applicant is expected to derive from the EMBA program.

**ENDORSEMENT STATEMENT**

*(To be completed by the endorsing official)*

This nomination affirms our commitment to our employee’s participation in the Executive MBA Program at UNLV. We understand that this commitment includes release from duties on class days, and we agree that the employee will not be required by the organization to miss regularly scheduled program class days, typically every other Friday and Saturday. ***This letter does not include a commitment of financial support on behalf of the organization to the employee.***

Name \_\_\_\_\_

Title \_\_\_\_\_ Organization \_\_\_\_\_

Business Address \_\_\_\_\_

City \_\_\_\_\_ State/Zip \_\_\_\_\_ Country \_\_\_\_\_

Business Telephone \_\_\_\_\_ E-mail \_\_\_\_\_

Using the chart below, please rate the applicant relative to other MBAs or employees whom you have known in a similar capacity.

	OUTSTANDING (Top 2%)	EXCELLENT (Top 10%)	GOOD (Top 25%)	AVERAGE (Top 50%)	WEAK (Lower 50%)	UNABLE TO RATE (N/A)
Leadership						
Maturity/Emotional Intelligence						
Motivation and Initiative						
Analytical Skills/Intellectual Ability						
Professionalism						
Ability to Work with Others/Team Skills						
Creativity						
Oral Communication Skills						
Written Communication Skills						
Time Management Skills						
Personal Integrity						
Sense of Humor						

Statement of Integrity: By signing below, I affirm that I personally wrote the attached letter of recommendation and am willing to be contacted for verification.

Endorsing Official Signature \_\_\_\_\_ DATE \_\_\_\_\_

Return forms to:  
UNLV Executive MBA Program  
4505 S. Maryland Parkway, Box 456018  
Las Vegas, Nevada 89154-6018  
Email: [Nikkole.Liesse@unlv.edu](mailto:Nikkole.Liesse@unlv.edu)