



**MONGOLIA INTERNATIONAL  
UNIVERSITY**

**Admission Affairs Office,**  
13<sup>th</sup> khoroo, Bayanzurkh District,  
Ulaanbaatar, Mongolia  
+976-7000-7447  
admission@miu.edu.mn

# FORM 3: LETTER OF RECOMMENDATION

Graduate School Admissions

|                  |  |                 |               |
|------------------|--|-----------------|---------------|
| Applicant's Name |  | Application No. | (office only) |
|------------------|--|-----------------|---------------|

\* Please TYPE or PRINT in *English* to complete this form.

## PART 1: TO BE FILLED BY THE APPLICANT

Fill out Part 1 of the recommendation, and then have your recommender to complete Part 2.

Name on the Passport : \_\_\_\_\_  
(Given Name) (Family Name)

Date of Birth: \_\_\_\_\_ (DD/MM/YYYY) E-mail: \_\_\_\_\_

Contact Number (with country code): \_\_\_\_\_ Country of Graduated University or Institute : \_\_\_\_\_

Name of University or Institute / Type of Higher Education : \_\_\_\_\_

I, \_\_\_\_\_, request that this recommendation letter be used only for the admissions process and I

- i. voluntarily waive my right of access to any information contained within;
- ii. take full responsibility for any falsity in submitted documents;
- iii. affirm that all contained information is true and complete.

Applicant's Signature: \_\_\_\_\_ Date (DD/MM/YYYY): \_\_\_\_\_

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## PART 2: TO BE FILLED BY THE RECOMMENDER:

We would appreciate your opinion of \_\_\_\_\_, an applicant for MIU graduate school admission.

We seek the comments of officials who know the applicant well and who may be able to provide insights into the applicant's' character, personality, and abilities. Please be candid in your commentary and as comprehensive as possible in your description of the applicant's qualifications. We will not evaluate the candidate's application until your recommendation is received.

OPTION 1) Please directly email to Admission Affairs office ([admission@miu.edu.mn](mailto:admission@miu.edu.mn))

OR

OPTION 2) Please seal and send the letter directly to the address below;

*Mongolia International University, 13<sup>th</sup> khoroo, Bayanzurkh District,*

*Postbox 252, Post Office No. 51, Ulaanbaatar, Mongolia*

*+976-7000-7447*

Recommender's Name: \_\_\_\_\_ Position: \_\_\_\_\_

E-mail: \_\_\_\_\_ Contact Number (with country code): \_\_\_\_\_

Relationship with the applicant: \_\_\_\_\_ How long have you known this applicant? \_\_\_\_\_

Recommender's Signature: \_\_\_\_\_ Date (DD/MM/YYYY): \_\_\_\_\_



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1. Please assess the applicant's qualities by checking the most appropriate box for each item listed below.

Compared to other students, how do you rate this student in terms of;

| Qualities                | N/A | Poor | Below average | Average | Good<br>(Top 5-10%) | Excellent<br>(Top 1-5%) | Exceptional<br>(Within top 1%) |
|--------------------------|-----|------|---------------|---------|---------------------|-------------------------|--------------------------------|
| Academic Knowledge       |     |      |               |         |                     |                         |                                |
| Academic Potential       |     |      |               |         |                     |                         |                                |
| Research Potential       |     |      |               |         |                     |                         |                                |
| Analytic Ability         |     |      |               |         |                     |                         |                                |
| Spoken English           |     |      |               |         |                     |                         |                                |
| Written English          |     |      |               |         |                     |                         |                                |
| Creativity               |     |      |               |         |                     |                         |                                |
| Leadership Ability       |     |      |               |         |                     |                         |                                |
| Concerns for Others      |     |      |               |         |                     |                         |                                |
| Respects for Differences |     |      |               |         |                     |                         |                                |
| Independence             |     |      |               |         |                     |                         |                                |
| Sense of Responsibility  |     |      |               |         |                     |                         |                                |



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**2. What is the most valuable quality or characteristic the applicant has that the evaluators should consider? Please explain with specific examples.**

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**3. What are the weaknesses the applicant has that the evaluators should consider? Please explain in detail.**

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