



# NATIONAL COLLEGE OF PUBLIC ADMINISTRATION AND GOVERNANCE

University of the Philippines

Diliman, Quezon City

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## GRADUATE PROGRAM RECOMMENDATION FORM

### To the Applicant:

Please send this form to the persons you have listed as referees in the Application Form. Enclose this form in an envelope addressed to the **College Secretary and Director, Center for Public Administration and Governance Education, National College of Public Administration and Governance, University of the Philippines, P.O. Box 198, Diliman, Quezon City**, or the recommender may return it to you in a sealed envelope with their signature on the sealed envelope flap.

### NAME OF APPLICANT:

(First Name )

(Middle Name)

(Last Name)

Degree Objective: [ ] Diploma in Public Management (Dip. PM)

[ ] MPA Plan C

[ ] MPA Plan A (Thesis)

[ ] Doctor of Public Administration (DPA)

[ ] MPA Plan B (Non-Thesis)

### To the Recommender:

The person whose name appears above has applied for admission to the National College of Public Administration and Governance. Your assessment of his/her personal qualifications will be most helpful in our consideration of his/her application. This recommendation will be confidential. **Please send this form in a sealed envelope directly to the College or you may return it to the applicant in a sealed envelope with your signature on the envelope flap.** Thank you for taking time to fill out this form. Your assistance in determining the applicant's capability for graduate work is sincerely appreciated.

- How long have you known the applicant? \_\_\_\_\_
- In what capacity have you known the applicant? \_\_\_\_\_
- Do you believe that the applicant is prepared for graduate work? Why? \_\_\_\_\_
- What do you consider are the applicants' personal traits that will enable him/her to pursue graduate work? \_\_\_\_\_
- What do you consider are the applicants' traits that may hinder his/her performance in graduate school? \_\_\_\_\_
- How would you rate the applicant on the following scale? (Please put a check (✓) on the appropriate rating)

Characteristics	Excellent	Very Good	Good	Average	Poor	No basis for judgment
Intellectual ability		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Emotional maturity		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Diligence and resourcefulness		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Honesty and Integrity		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Administrative ability		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Ability to express oneself orally		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Analytical ability		<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"/>	

- Recommendation for graduate study:  
 [ ] I recommend enthusiastically. [ ] I recommend with confidence.  
 [ ] I recommend with reservation (please explain).  
 \_\_\_\_\_  
 \_\_\_\_\_
- What other remarks would you like to add about the applicant that you think can help in our evaluation of their capacity to undertake graduate studies?  
 \_\_\_\_\_  
 \_\_\_\_\_

Signature over Printed Name : \_\_\_\_\_ Date : \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_