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| GRADUATE PROGRAM IN MECHANICAL SCIENCES |

**ANNEX 3 - ACADEMIC RECOMMENDATION LETTER**

NOTE: Fill in items A and B and hand out the sheet to a professor of your choice.

A - Applicant’s information

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Degree certificate in:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

B – Recommender’s Information

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Institution:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Education: Title:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Institution:\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Year:\_\_\_\_\_\_\_\_\_\_\_\_

Recommender:

The above-mentioned applicant intends to take the master’s degree course in the Graduate Program in Mechanical Sciences, at the Department of Mechanic Engineering of UnB. The confidential information and remarks provided by you will enable the Department to assess the applicant’s skills more satisfactory.

1. Initially, we kindly ask you to objectively describe a profile that allows to qualify the applicant’s potential.
2. I have known the applicant since,\_\_\_ \_\_\_ but we have established a closer relationship since\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ as:
	1. His/Her professor at discipline(s):
	2. His/Her supervisor in the activity of:
	3. His/Her boss or superior in the work environment of:
	4. Other activities, such as:
3. How would you classify the applicant regarding the following attributes:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Attribute |  E |  S |  G | R |  W | Not able to evaluate |
| Intellectual capacity |  |  |  |  |  |  |
| Motivation for advanced studies  |  |  |  |  |  |  |
| Capacity for individual works |  |  |  |  |  |  |
| Ease of written communication |  |  |  |  |  |  |
| Easy of spoken communication |  |  |  |  |  |  |
| Initiative / Resourcefulness / Leadership |  |  |  |  |  |  |
| Attendance / Perseverance |  |  |  |  |  |  |
| Relationship with colleagues and superiors |  |  |  |  |  |  |

E = Excellent S= Superior G= Good R= Regular W= Weak

1. If you compare the applicant with other students of yours over the past two years, how would you classify him/her regarding his/her ability to carry out advanced studies and researcher:

( ) Exceptional ( ) Superior ( ) Good ( ) Regular ( ) Weak

1. Other information that you consider worth mentioning:

On / /

Recommender’s signature

Please send it directly to the following email address: enm.pcmec@unb.br.