

Prof. Dr. Thomas Mählmann
 Department of Finance and Banking



Inquiry for a letter of recommendation

Personal information (Please attach your Curriculum Vitae.)			
Name, First name:			
Date of birth:			
Kind of study program: (Dipl., BSc., B.A., MSc.)			
Start of studies:		Semester:	
Purpose of the letter of recommendation (If possible please add some further information about the program you want apply for.)			
University program(s), scholarship, etc.:			
Institution, Country:			
Language of the letter:	<input type="checkbox"/> German <input type="checkbox"/> English		
Application deadline:			
Others: (Please add some further information if available.)			
Relation to the department of finance and banking (Please add evidences.)			
Lectures, Workshops, Seminar paper, Thesis:	Name/Topic:	Grade:	Ø- grade:
Others: (HiWi, Tutorium, FNI, ...)	Name:	Started at/Ended at:	

Further academic results (Please add evidences.)			
Current study program	Ø-grade:		The rank of your Ø-grade <small>You get this information from Ms. Dengler.</small>
If available add degrees: (Apprenticeship, BSc., B.A.)	Name and Institution:		Ø-Grade:
			Section:
Commitment besides the curriculum (Please add evidences.)			
Practical work: (Internship, Work)	Company/section/area of operations:		Started at/Ended at:
Students-organisation	Name/Position:		Started at/Ended at:
Please give in each section three buzz words, which characterizes you the best. (e.g. check your internship certificate.)			
Study and Work	Social Competence	Cognitive Skills	
Others: (e.g. special language skills, exchange semester, scholarships, projects etc. - <i>Please add copies</i>)			
Explanation: I hereby certify that the statements and information in this application form are true and correct to the best of my knowledge and belief			
City, Date:		Signature:	