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C A R T A D E R E C O M E N D A C I Ó N

Nombre del Postulante :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Nombre del Recomendante :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cargo / Grado Académico :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Institución :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Teléfono :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Agradeceremos responder las siguientes preguntas de la forma más objetiva y completa posible, pues su opinión será de gran utilidad para evaluar adecuadamente la presente postulación.

1. ¿Cuánto tiempo hace que conoce usted al postulante y bajo qué circunstancias?
2. ¿En qué calidad ha conocido Ud. al postulante? (indique todas las que correspondan)

1. Profesor
2. Supervisor de pràctica
3. Guía de investigación
4. Otro (especifique)
5. Evalúe al postulante en relación a cada uno de los siguientes aspectos:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Criterio** | **Excelente** | **Muy Bueno** | **Bueno** | **Regular** | **Deficiente** |
| Creatividad |  |  |  |  |  |
| Madurez (estabilidad emocional) |  |  |  |  |  |
| Carácter |  |  |  |  |  |
| Iniciativa |  |  |  |  |  |
| Autodisciplina |  |  |  |  |  |
| Responsabilidad |  |  |  |  |  |
| Capacidad Analítica |  |  |  |  |  |
| Expresión oral |  |  |  |  |  |
| Expresión escrita |  |  |  |  |  |
| Capacidad de líder |  |  |  |  |  |
| Manejo interpersonal |  |  |  |  |  |
| Proyección profesional |  |  |  |  |  |

1. ¿Cómo usted cree que este programa contribuirá al crecimiento personal y profesional del candidato?
2. Indique otros antecedentes que pueden contribuir a una apropiada evaluación del postulante
3. Evaluación final
4. Recomiendo decididamente al postulante
5. Recomiendo al postulante
6. Recomiendo con objeciones
7. No lo recomiendo

**El presente documento tiene carácter estrictamente confidencial.**

Fecha (dd/mm/aaaa) :

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LETTER OF RECOMMENDATION

Applicant´s Name :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of the person who is writing

the letter of recommendation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position / Academic Degree :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Phone number :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please answer the following questions as objectively and completely as possible. Your opinion will be of great help to evaluate properly the current application

1. How long have you know the applicant and under what circumstances?
2. ¿In what capacities have you know the applicant? (indicate all the alternatives related to this point)

1. Teacher
2. Supervisor of the internship Research tutor
3. Others(specify)
4. Evaluate the applicant according to the following aspects:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Criteria** | **Excellent** | **Very good** | **Good** | **Average** | **Deficient** |
| Creativity |  |  |  |  |  |
| Maturity (emotional stability) |  |  |  |  |  |
| Character |  |  |  |  |  |
| Initiative |  |  |  |  |  |
| Self-discipline |  |  |  |  |  |
| Responsibility |  |  |  |  |  |
| Analytical skills |  |  |  |  |  |
| Oral speech skills |  |  |  |  |  |
| Written speech skills |  |  |  |  |  |
| Leader skills |  |  |  |  |  |
| Social skills |  |  |  |  |  |
| Professional Projection |  |  |  |  |  |

1. To what extent do you think the program will contribute with the personal and professional development of the applicant?
2. Indicate some other observations or additional information you consider relevant for the evaluation
3. Final Evaluation
4. I utterly recommend the applicant
5. I recommend the applicant
6. I recommend with observations
7. I do not recommend the applicant

**The current document is strictly confidential**

Date (month/day/year) :