



Letter of Recommendation Guidelines

Thank you for submitting a letter of recommendation for HSE University Committee's consideration.

Letters should be roughly one page in length. *Please note letters can only be accepted in English or Russian.*

Method of submission: Letters of submission may be submitted in one of two ways:

- If the applicant will submit this letter as part of his/her application package, please email the applicant a JPEG or PDF file of the signed letter, including your institutional email address. Applicants cannot send a Word document or forward an email on your behalf.
- If you will submit this letter directly, please send the letter from your institutional email address to inter@hse.ru, with the applicant's name in the subject. The applicant is responsible for providing you with the deadline.

Please include in your letter:

- Title
- Institutional affiliation
- Institutional mailing address
- Institutional telephone number
- Institution website
- Date, including year

Below are suggested topics to help guide your letter of recommendation:

- How long and in what capacity you have known the applicant
- Intelligence – analytical ability/rigor of thought/reasoning ability
- Independence of thought – originality/creative intelligence/imagination
- International experience
- Interpersonal skills
- Oral communication
- Written communication
- Industry and motivation – persistence/self-discipline/study techniques
- Judgment and maturity – conscientiousness/common sense
- Potential for academic success
- Recommendation – highly recommended, recommended, recommended with reservations, not recommended

Please Note: Letters of recommendation are confidential and will not be shared with applicants at any point unless we receive your explicit permission.