



METU Dept. of Business Administration
MARC Seminar Series

Reference writing
Give your students the best reference you can!

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Graduate Application Consultant at American Advisors

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Reference writing - Give your students the best reference you can!

- What a good reference tells an admissions committee.
- How easy it is to tell a great reference from the merely ordinary.
- Characteristics of a "bad" reference.
- The one thing you should never do on a reference and why it matters.
- What information the student should give you to make your reference easy and effective.

Daniel Chatham worked in graduate admissions in leading American universities for ten years before moving to Turkey in 2011. His work on admissions committees and redesigning admissions processes has helped increase enrollment of highly qualified students. As Director, and then Dean of Admissions, Daniel Chatham has personally counseled some 5,000 candidates and applicants from dozens of countries for many graduate programs. Earlier this year he wrote the world's first admissions guidebook for Professional Science Master's programs.

Mr. Chatham was Dean of Admissions and Financial Aid at the Keck Graduate Institute (KGI) of Applied Life Sciences in Claremont, CA. KGI is regarded as the best Professional Science Master's program in the US. For three years before that, Dean Chatham was Director of Admissions and Director of Marketing (Asia) for the University of California - San Diego's Graduate School of International Relations and Pacific Studies (a top 15 ranked program). Chatham previously was an admissions officer leading a counseling staff at Temple University's Fox School of Business and Management in Philadelphia.