

# Academic Reference

## CONFIDENTIAL REFERENCE CONCERNING AN APPLICANT FOR ADMISSION TO THE RESIDENT STUDENT PROGRAMME.



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*This form is for the use of **the Head, Deputy-Head or Year Advisor of the school or college of the applicant, or in the case of graduates or senior undergraduates, an appropriate lecturer or professor.***

Name of **Applicant** .....  
(First Name) (Middle Name) (Family Name)

Name of **Referee** ..... Phone .....

**Role of Referee** *(ie. why referee is able to comment on applicant's academic record. eg. School deputy principal)* .....

Referee contact email or phone *(in case we need to clarify anything with you)* .....

1. If you were considering this applicant for training as a prospective member of your staff, from what you know of and about him/her, would you:-

*(select one only)*

- Strive to get him/her?
- Prefer him/her to most?
- Be happy with him/her?
- Take a chance with him/her?
- NOT want him/her?

2. Please comment on the applicant's academic ability and give an appraisal of his or her study habits and motivations.

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3. As best you understand, how would you rate the applicant in comparison with others of his/her age whom you know. If you cannot comment, please tick the final column.

	<b>Outstanding</b> <i>(only very rarely seen)</i>	<b>Excellent</b> <i>(far above most)</i>	<b>Better than most</b>	<b>As Good as most</b>	<b>Not as good as most</b>	<b>Not able to comment</b>
Ability to express ideas						
Verbal						
Written						
Ability to relate to others						
Academic ability & Intelligence						
Common sense and good judgement						
Creativity ( <i>specify, if desired: _____</i> )						
Disciplined use of time & organisational ability						
Enthusiasm for life – ‘get-up-and-go’						
Flexibility or ability to handle change						
Kindness, generosity & consideration for others						
Leadership qualities						
Maturity & common sense						
Personal faith or sense of purpose						
Personal Integrity						
Self-motivation (to get things done)						
Sense of humour						
Tolerance for difference						
Willingness to oppose injustice &/or social conscience						
Other ( <i>Please specify: _____</i> )						

From the list above, mark their top few personal strengths (*with an asterix*), or write them below.

4. Please mention any extra-curricular activities which you are aware the applicant is involved in (*in school/university or in society in general*)?

5. Are you aware of any discipline or other areas of concern regarding the applicant?

6. If possible, for students in their final year of school, it is helpful to receive a confidential estimate of a final grade. Can you please provide an estimate as best you are able?

7. Any other comments you may wish to make:

Signature of Referee: .....

Date: .....