Reference Report Form for Admission to the School of Graduate Studies

APPLICANT NAME (please print clearly): ____________________________________________

MAILING ADDRESS: ___________________________________________________________________

APPLICATION TO (Programme): ________________________________________________________

SIGNATURE: __________________________________ DATE: ______________________

INSTRUCTIONS FOR THE APPLICANT:

Complete the information requested in the box, above.

INSTRUCTIONS FOR THE REFEREE: Please provide the information requested. If you need more space, please staple your additional pages to this form.

1. How long and in what capacity have you known the applicant?

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2. In comparison with other graduate students you have worked with how would you rank this applicant? Please evaluate the applicant as fairly as you can in each of the categories below by placing an “x” in the appropriate box.

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3. **We would appreciate your comments regarding the applicant’s aptitude for graduate study.**

   a) What do you consider to be the applicant’s major strengths and weaknesses?

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<th>Poor</th>
<th>Fair</th>
<th>Good</th>
<th>Very Good</th>
<th>Excellent</th>
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<td>Intellectual ability</td>
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<td>Maturity and Emotional Stability</td>
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<td>Leadership Potential</td>
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<td>Initiative</td>
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<td>Oral communication skills</td>
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<td>Acceptance of constructive feedback</td>
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<td>Personal discipline</td>
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   Poor   Fair   Good   Very Good   Excellent
b. Do you think the applicant could, if admitted, benefit from a graduate programme? Please elaborate.

____________________________________________________________________________________

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4. Summary evaluation (please tick):

| I do not recommend this applicant for admission to your graduate programme. | ☐ |
| I do not recommend this applicant for admission to your graduate programme. | ☐ |
| I believe the applicant's qualifications are marginal, but the applicant has potential and would benefit from study in your graduate programme. | ☐ |
| I recommend this applicant for admission and believe his/her performance should be comparable to that of most graduate students. | ☐ |
| I strongly recommend this applicant for admission and believe that he/she has the capacity to perform at a superior level. | ☐ |

Evaluator's name (please print) .................................................................

Signature: ................................................................. Date: .................................

Phone: ................................................................. Fax: .................................................................

E-mail: .................................................................

Thank you for providing this evaluation.